

**TECHNICAL EXHIBIT 4  
REQUIRED REPORTS**

CDRL #	PWS Para	Report Title	Frequency	DD Form 1654
A001	C1.4	Integrated Master Plan (IMP)	Qtrly	
A002	5.0.2.3.	Mission Performance Indicators (MPI) Metrics	Qtrly	
A003	5.0.2.5	Cost Performance Report (CPR)	Mthly	X
A004	5.0.2.5	Contract Funds Status Report (CFSR)	Quarterly	X
A005		RESERVED		
A006	5.1.2.1.4	Unit Weekly Transition Register	Wkly	
A007	5.3.2.1.1	Environmental Meeting Minutes	As Required	X
A008	5.3.2.1.1	DUSD Environmental Security Report	Qtrly	
A009	5.3.2.1.2	Environmental Protection Compliance	Qtrly	X
A010	5.3.2.3	Annual Budget Request	Mthly	
A011	5.3.2.5.11	Monthly Budget Execution Report	Mthly	
A012	5.3.5.1	National Emission Standards for Hazardous Air Pollutants (NESHAP) Reports	As Required	
A013	5.3.5.3.1.1	Hazardous Waste Management Plan (HWMP)	Annual	
A014	5.3.5.7.1.1	Integrated Spill Prevention Control and Countermeasures Plan (ISPPC)	Annual/Triennial	
A015	5.3.5.7.1.1	Environmental Emergency Planning community Right to Know Act/Toxic Release Inventory	As Needed Annual	
A016	5.3.5.7.1.1	Environmental Emergency Planning community Right to Know Act/Toxic Release Inventory (UTTR)	As Needed Annual	
A017	5.3.5.7.2.13	Top Chemical Usage Report	Qtrly	
A018	5.3.6.1	Solid Waste disposal Report	Mthly	
A019	5.3.6.3	Solid Waste Reduction	Mthly	
A020	5.3.6.5.11	Pollution Prevention (P2) Management Action Plan	Annual/Triennial	
A021	5.3.7.2.22	Bird Aircraft Strike Hazard	Annual	
A022	5.3.7.3.1	Cultural resources Management Plan (CRMP)	Annual	
A023	5.4.1	Quality Performance Indicators	Mthly	
A024	5.4.1	Weekly Activity Report	Wednesday	
A025	5.4.1	Monthly Workload Summary	Mthly	
A026	5.4.1	Emergency Maintenance/Outage Incident Report	Annual	
A027	5.4.1.1	Outages Exceeding Maximum Return to Service (TRS) Time	As Required	

**TECHNICAL EXHIBIT 4  
REQUIRED REPORTS**

<b>Code</b>	<b>Location</b>	<b>Report Title</b>	<b>Frequency</b>	<b>DB Form 1684</b>
<b>A028</b>	5.4.6.1.1	Remedy Trouble Ticket Status Reports	As Required	
<b>A029</b>	5.4.11.2.2	NATO Inventory Report	Annual	
<b>A030</b>	5.4.13.2	Visual Information Product Report	Mthly	
<b>A031</b>	5.4.14.7.6	Annual Physical Computer Inventory Report	Annual	
<b>A032</b>	5.9.20.1.1	Refueling Vehicle Validation	Biannual	
<b>A033</b>	5.9.20.1.1	Monthly Inventory Transaction	Mthly	
<b>A034</b>	5.9.20.1.1	Forecast of Propellant Requirements	Semi-Annual	
<b>A035</b>	5.9.20.1.1	Propellant Consolidation Report	Mthly	
<b>A036</b>	5.9.20.1.1	Bulk Petroleum contingency report (REPOL)	As Required	
<b>A037</b>	5.9.20.1.1	Estimated Requirement for Bulk Ground Fuels	Every 3 Years	
<b>A038</b>	5.9.20.1.1	Bulk Petroleum Storage Facilities Report	Every 3 Years	
<b>A039</b>	5.9.20.1.1	Bulk Petroleum Terminal Message Report	Wkly	
<b>A040</b>	5.9.20.1.1	Transportation Shipment Discrepancies	As Required	
<b>A041</b>	5.10.2.3.3	GSA Work Space Management	Annual	
<b>A042</b>	5.10.2.3.3	Real Property Detail List	Semi-Annual	X
<b>A043</b>	5.10.2.3.3	McKinney Act	Qtrly	
<b>A044</b>	5.10.5.4	Annual Utility Service Work Plan	Annual	
<b>A045</b>	5.10.5.5	Environmental Health and Safety Plan	Annual	
<b>A046</b>	5.10.5.6	Operations and Maintenance Management Plan	Annual	
<b>A047</b>	5.10.6.2	Management Procedures for Plant Operations	Annual	
<b>A048</b>	5.10.6.19.2	Monthly Steam Boiler Plant Operating Log	Mthly	
<b>A049</b>	5.10.6.19.4	Daily and Weekly fuel Record	Mthly	
<b>A050</b>	5.10.6.19.6	Water Treatment Operating Log for Steam and Hot Water Boilers	Mthly	
<b>A051</b>	5.10.6.19.7	Davis County Monthly Report	Mthly	
<b>A052</b>	5.10.6.19.8	Boiler Inspection Reports	Annual	
<b>A053</b>	5.11.2.3.5	Family Housing Inventory Designation & Assignment Report	Annual	X
<b>A054</b>	5.11.2.3.5	Family Housing Inventory and Occupancy Report	Mthly	X

**TECHNICAL EXHIBIT 4  
REQUIRED REPORTS**

<b>A055</b>	5.11.2.3.5	Unaccompanied Personnel Housing Inventory & Utilization Data Report	Qtrly	X
<b>A056</b>	5.11.2.3.5	General & Flag Office Quarters Management	Mthly	
<b>A057</b>	5.11.2.3.5	Quarterly Cost Report for General Officers Quarters	Mthly	

# CONTRACT DATA REQUIREMENTS LIST

(1 Data Item)

Form Approved  
OMB No. 0704-0188

The public reporting burden for this collection of information is estimated to average 110 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to Department of Defense, Washington Headquarters Services, Directorate for Information Operations and Reports (0704-0188), 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA 22202-4302. Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number. Please DO NOT RETURN your form to the above address. Send completed form to the Government Issuing Contracting Officer for the Contract/PR No. listed in Block E.

<b>A. CONTRACT LINE ITEM NO.</b>	<b>B. EXHIBIT</b> A	<b>C. CATEGORY:</b> TDP _____ TM _____ OTHER <b>X</b>
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<b>D. SYSTEM/ITEM</b> Hill AFB A-76 BOS Study	<b>E. CONTRACT/PR NO.</b>	<b>F. CONTRACTOR</b>
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<b>1. DATA ITEM NO.</b> A001	<b>2. TITLE OF DATA ITEM</b> Integrated Master Plan IMP Updates	<b>3. SUBTITLE</b>
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<b>4. AUTHORITY (Data Acquisition Document No.)</b>	<b>5. CONTRACT REFERENCE</b> C1.4	<b>6. REQUIREMENT OFFICE</b> CO
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<b>7. DD 250 REQ</b> LT	<b>8. DIST STATEMENT REQUIRED</b> N/A	<b>10. FREQUENCY</b> Quarterly or as changes occur	<b>12. DATE OF FIRST SUBMISSION</b>	<b>14. DISTRIBUTION</b>							
<b>9. APP CODE</b>	<b>11. AS OF DATE</b> Award	<b>13. DATE OF SUBSEQUENT SUBMISSION</b>	<table border="1"> <tr> <th rowspan="2">a. ADDRESSEE</th> <th colspan="3">b. COPIES</th> </tr> <tr> <th>Draft</th> <th>Reg</th> <th>Final</th> </tr> </table>		a. ADDRESSEE	b. COPIES			Draft	Reg	Final
a. ADDRESSEE	b. COPIES										
	Draft	Reg	Final								

<b>16. REMARKS</b> Updates to the IMP shall be provided quarterly as changes occur. If no changes are made, a "No Change" response is acceptable. Format shall be consistent with the original IMP submitted by the service provider with the proposals.	CO		1	
	<b>15. TOTAL</b> →			1

<b>G. PREPARED BY</b>	<b>H. DATE</b>	<b>I. APPROVED BY</b>	<b>J. DATE</b>
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<b>17. PRICE GROUP</b> r
<b>18. ESTIMATED TOTAL PRICE</b>

# CONTRACT DATA REQUIREMENTS LIST

(1 Data Item)

Form Approved

OMB No. 0704-0188

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<b>A. CONTRACT LINE ITEM NO.</b>	<b>B. EXHIBIT</b> A	<b>C. CATEGORY:</b> TDP _____ TM _____ OTHER <b>X</b>
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<b>D. SYSTEM/ITEM</b> Hill AFB A-76 BOS Study	<b>E. CONTRACT/PR NO.</b>	<b>F. CONTRACTOR</b>
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<b>1. DATA ITEM NO.</b> A002	<b>2. TITLE OF DATA ITEM</b> Mission Performance Indicators (MPI)	<b>3. SUBTITLE</b>
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<b>4. AUTHORITY (Data Acquisition Document No.)</b>	<b>5. CONTRACT REFERENCE</b> C5.0.2.3	<b>6. REQUIRING OFFICE</b> CE/LG/CS
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<b>7. DD 250 REQ</b> LT	<b>8. DOST STATEMENT REQUIRED</b> N/A	<b>10. FREQUENCY</b> Quarterly	<b>12. DATE OF FIRST SUBMISSION</b>	<b>14. DISTRIBUTION</b>
<b>9. APP CODE</b>	<b>11. AS OF DATE</b> Award	<b>13. DATE OF SUBSEQUENT SUBMISSION</b> Quarterly	<b>a. ADDRESSEE</b>	<b>b. COPIES</b> Draft Final Reg Repro

<b>16. REMARKS</b> Prepare quarterly Metric IAW MAJCOM directed Format. Electronic media is acceptable.	75 CEG/CC		1	
	75 LG/CC		1	
	75 CS/CC		1	
	CO		1	
	<b>16. TOTAL</b>			4

<b>G. PREPARED BY</b>	<b>H. DATE</b>	<b>I. APPROVED BY</b>	<b>J. DATE</b>
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<b>17. PRICE GROUP</b> I
<b>18. ESTIMATED TOTAL PRICE</b>

# CONTRACT DATA REQUIREMENTS LIST

(1 Data Item)

Form Approved

OMB No. 0704-0188

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A. CONTRACT LINE ITEM NO.

B. EXHIBIT

A

C. CATEGORY:

TDP

TM

OTHER

X

D. SYSTEM/ITEM

Hill AFB A-76 BOS Study

E. CONTRACT/PR NO.

5.0.2.5

F. CONTRACTOR

1. DATA ITEM NO.

A003

2. TITLE OF DATA ITEM

Cost Performance Report (CPR)

3. SUBTITLE

4. AUTHORITY (Data Acquisition Document No.)

DI-MGMT-81468/T

5. CONTRACT REFERENCE

6. REQUIRING OFFICE

CO

7. DD 250 REQ

LT

8. DIST STATEMENT REQUIRED

N/A

10. FREQUENCY

Monthly

12. DATE OF FIRST SUBMISSION

11. AS OF DATE

Award

13. DATE OF SUBSEQUENT SUBMISSION

14. DISTRIBUTION

a. ADDRESSEE

b. COPIES

Draft

Final

Reg

Repro

10. REMARKS

PMO/CO

PMO/RA

1

1

15. TOTAL

2

G. PREPARED BY

H. DATE

I. APPROVED BY

J. DATE

17. PRICE GROUP

I

18. ESTIMATED TOTAL PRICE

# DATA ITEM DESCRIPTION

Form Approved  
OMB NO. 0704-0188

Public reporting burden for this collection of information is estimated to average 110 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Department of Defense, Washington Headquarters Services, Directorate for Information Operations and Reports, 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA 22202-4302, and to the Office of Management and Budget, Paperwork Reduction Project (0704-0188), Washington, DC 20503.

1. TITLE <b>COST PERFORMANCE REPORT (CPR)</b>		2. IDENTIFICATION NUMBER <b>DI-MGMT-81466</b>	
3. DESCRIPTION/PURPOSE 3.1 This report consists of five formats containing cost and related data for measuring contractors' cost and schedule performance on Department of Defense (DOD) acquisition contracts. Format 1 (Sample Format 1) provides data to measure cost and schedule performance by summary level Work Breakdown Structure (WBS) elements, the hardware, software and services the Government is buying. Format 2 (Sample Format 2) provides the same data by the contractor's organization. Format 3 (Sample Format 3) provides the budget baseline plan against which performance is measured. Format 4 (Sample Format 4) provides staffing forecasts for correlation with the budget plan and cost estimates. Format 5 (Sample Format 5) is a narrative report used to explain significant cost and schedule variances and other identified contract problems and topics. (Continued on page 2)			
4. APPROVAL DATE (YYMMDD) 951019	5. OFFICE OF PRIMARY RESPONSIBILITY (OPR) OUSD(A&T)API/PM	6. DTIC APPLICABLE	7. GIDEP APPLICABLE
7. APPLICATION/INTERRELATIONSHIP 7.1 This Data Item Description (DID) contains the format and content preparation instructions for the data product generated by the specific and discrete task requirements as delineated in the contract. 7.2 This DID may be used in conjunction with the Contract Funds Status Report DID, DI-MGMT-81468, and the Contract Work Breakdown Structure DID, DI-MGMT-81334. This DID and the Cost/Schedule Status Report DID, DI-MGMT-81467, will not be used on the same contract. 7.3 The CPR will be used to obtain cost and schedule performance information on contracts requiring compliance with the Cost/Schedule Control Systems Criteria (C/SCSC). (Refer to DFARS 252.234-7001.) It may also be used on contracts not requiring C/SCSC compliance ("CPR - No Criteria"), but on which the DOD Component requires more data than is available on a Cost/Schedule Status Report. When compliance with the C/SCSC is contractually required, the CPR data elements shall reflect the output of the contractor's C/SCSC-compliant integrated management system. When compliance with the C/SCSC is not contractually required ("CPR - No Criteria"), the CPR data elements shall be as specified in the (Continued on page 2)			
8. APPROVAL LIMITATION		9a. APPLICABLE FORMS Refer to page 3.	9b. ANSC NUMBER D7120
10. PREPARATION INSTRUCTIONS 10.1 <u>Format</u> . Contractor formats should be substituted whenever they contain all the required data elements at the specified reporting levels in a form suitable for DOD management. 10.2 <u>Content</u> . The Cost Performance Report shall contain the following: 10.2.1 <u>Heading Information - Formats 1 - 5</u> . Preparation instructions for Heading Information (Blocks 1 through 4) apply to Formats 1 through 5. 10.2.1.1 <u>Contractor</u> . Enter in Block 1.a the contractor's name and division, if applicable. Enter in Block 1.b the plant location and mailing address of the reporting contractor. 10.2.1.2 <u>Contract</u> . Enter the contract name in Block 2.a, the contract number in Block 2.b, the contract type in Block 2.c and the contract share ratio, if applicable, in Block 2.d. 10.2.1.3 <u>Program</u> . Enter in Block 3.a the program name, number, acronym and/or type, model, and series, or other designation of the prime item(s) purchased under the contract. Indicate the program phase, RDT&E or Production, in Block 3.b. 10.2.1.4 <u>Report Period</u> . Enter the beginning date in Block 4.a and the ending date in Block 4.b of the period covered by the report. 10.2.1.5 <u>Security Classification</u> . Enter the appropriate security classification at the top and bottom of each page. (Continued on page 3)			
11. DISTRIBUTION STATEMENT Distribution Statement A: Approved for public release; distribution is unlimited.			

**Block 3, Description/Purpose (Continued)**

3.2 CPR data will be used by DOD system managers to: (a) integrate cost and schedule performance data with technical performance measures, (b) identify the magnitude and impact of actual and potential problem areas causing significant cost and schedule variances, and (c) provide valid, timely program status information to higher management.

3.3 The CPR is a management report. It should provide timely, reliable summary-level data with which to assess current and projected contract performance. The CPR's primary value to government program management is its ability to reasonably reflect current contract status. If the CPR contains excessively detailed or outdated information, management's ability to make informed, timely decisions may be impaired. It is important that the CPR be as accurate as possible so it can be used for its intended purpose. It should be used by the DOD Component staff, including Program Managers, engineers, cost estimators and financial management personnel, to confirm, quantify and track known or emerging contract problems and as a basis for communicating with the contractor. The contractor should ensure that CPR data accurately reflect how work is being performed and is consistent with the actual contract status.

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**Block 7, Application/Interrelationship (Continued)**

contractor's summary management procedures or as subsequently negotiated. (Refer to DFARS 252.242-7005.)

7.4 Unless otherwise provided in the contract, the CPR will be required on a monthly basis and submitted to the procuring activity no later than 25 calendar days following the reporting cutoff date. Reports may reflect data either as of the end of the calendar month or as of the contractor's accounting period cutoff date.

7.5 Data reported in the CPR will pertain to all authorized contract work, including both priced and unpriced effort. However, the Government and the contractor may agree to exclude from CPR reporting portions of the contract for which performance reporting is not needed, such as firm fixed price contract line items.

7.6 Certain aspects of the report are subject to negotiation between the Government and the contractor, such as:

7.6.1 The WBS levels to be reported on Format 1. The level of detail to be reported on Format 1 normally will be limited to level three of the Contract WBS or higher, but lower levels may be specified for high-cost or -risk items. The Government and the contractor should periodically review and adjust as necessary WBS reporting levels on Format 1 to ensure they continue to provide appropriate visibility without requiring excessive information. If there is a significant problem at a lower level, detailed reporting for that WBS element may be required until the problem is resolved.

7.6.2 The formats which are specified for regular reporting. The Government and the contractor may agree to exclude certain formats from regular reporting. Any of the five formats may be excluded, but a Format 1 or a Format 2 is required. Formats may be deleted entirely, or they may be submitted on a less frequent basis. If the contractor is organized by product, Format 2 may not be required because it should resemble Format 1. The decision to exclude a format(s) should be based on an assessment of minimum management information needs. The Government should buy only the information it plans to use. (Note: When a Format 1 is not required, the information in Blocks 5 through 7 on Format 1 will still be required. Also, if a formal reprogramming (Over Target Baseline) has been implemented and Format 1 is not required, the information in Columns (12) and (13) of Block 8



on Format 1 and the information in Block 9 on Format 1 will still be required.)

7.6.3 The variance analysis thresholds which, if exceeded, require problem analysis and narrative explanations in Format 5. If the contract does not specify variance analysis thresholds, the contractor will provide appropriate variance analyses (see 10.2.6.3.2.4 below). Variance analysis thresholds should be reviewed periodically and adjusted as necessary to ensure they continue to provide appropriate visibility.

7.6.4 The specific time increments to be used for the baseline and staffing projections required by Formats 3 and 4. If the contract does not specify time increments, the contractor will determine the increments to be used.

7.6.5 The reporting provisions which apply to the Cost of Money line on Formats 1 and 2.

7.6.6 The reporting provisions which apply if compliance with C/SCSC is not contractually required, known as "CPR - No Criteria." Procedures used to develop CPR data will be documented in the contractor's summary management procedures and are subject to negotiations. (Refer to DFARS 252.242-7005.)

7.6.7 Organizational categories for Format 4, if different from Format 2. The Government may request that different organizational categories be used for reporting staffing in Format 4. If so, the Government and the contractor will negotiate the Format 4 categories. The Format 2 categories shall reflect the contractor's internal organization being used to perform the contract at hand.

7.7 In all cases, the CPR CDRL is subject to "tailoring." Tailoring is defined as deleting requirements from this DID. Requiring more information in the CPR CDRL than specified in this DID is prohibited by DOD regulation. All negotiated reporting provisions will be specified in the contract.

7.8 This Data Item Description supersedes DI-F-6000C.

#### Block 9.a, Applicable Forms (Continued)

9.a.1 DD Forms are available and will be used to submit required formats as follows:

<u>CPR Format</u>	<u>DD Form Number</u>	<u>Sample Format No.</u>
Work Breakdown Structure	2734/1	1
Organizational Categories	2734/2	2
Baseline	2734/3	3
Staffing	2734/4	4
Explanations and Problem Analyses	2734/5	5

9.a.2 Contractor formats should be substituted for CPR formats whenever they contain all the required data elements at the specified reporting levels in a form suitable for DOD management use. The American National Standards Institute (ANSI) X12 standards (transaction sets 839 for cost and 806 for schedule), or the United Nations Electronic Data Interchange for Administration, Commerce and Transport (EDIFACT) equivalent, will be used for Electronic Data Interchange.

#### Block 10, Preparation Instructions (Continued)

10.2.1.6 Dollars in \_\_\_\_\_. If reported dollar amounts have been factored down by a thousand, a million or a billion, enter the factor at the top of each page.

**10.2.2 Format 1 - Work Breakdown Structure.****10.2.2.1 Contract Data.**

**10.2.2.1.1 Quantity.** Enter in Block 5.a the number of prime items to be procured on this contract.

**10.2.2.1.2 Negotiated Cost.** Enter in Block 5.b the dollar value (excluding fee or profit) on which contractual agreement has been reached as of the cutoff date of the report. For an incentive contract, enter the definitized contract target cost. Amounts for changes will not be included in this item until they have been priced and incorporated in the contract through contract change order or supplemental agreement. For a cost plus fixed fee or award fee contract, enter the estimated cost negotiated. Changes to the estimated cost will consist only of amounts for changes in the contract scope of work, not for cost growth ("overrun") from the original estimated cost.

**10.2.2.1.3 Estimated Cost of Authorized, Unpriced Work.** Enter in Block 5.c the amount (excluding fee or profit) estimated for that work for which written authorization has been received, but for which definitized contract prices have not been incorporated in the contract through contract change order or supplemental agreement.

**10.2.2.1.4 Target Profit/Fee.** Enter in Block 5.d the fee or percentage of profit which will apply if the negotiated cost of the contract (see 10.2.2.1.2, above) is met.

**10.2.2.1.5 Target Price.** Enter in Block 5.e the target price (negotiated contract cost plus profit/fee) applicable to the definitized contract effort.

**10.2.2.1.6 Estimated Price.** Based on the most likely estimate of cost at completion for all authorized contract work and the appropriate profit/fee, incentive, and cost sharing provisions, enter in Block 5.f the estimated final contract price (total estimated cost to the Government). This number will be based on the most likely management estimate at completion in Block 6.c.1 and normally will change whenever the management estimate or the contract is revised.

**10.2.2.1.7 Contract Ceiling.** Enter in Block 5.g the contract ceiling price applicable to the definitized effort.

**10.2.2.1.8 Estimated Contract Ceiling.** Enter in Block 5.h the estimated ceiling price applicable to all authorized contract effort including both definitized and undefinitized effort.

**10.2.2.2 Estimated Cost at Completion.** These blocks will present the contractor's range of estimated costs at completion. The range of estimates is intended to allow contractor management flexibility to express possible cost outcomes. Contractors are encouraged to provide the most accurate EACs possible through program-level assessments of factors that may affect the cost, schedule or technical outcome of the contract. Where possible, such program-level assessments should include consideration of known or anticipated risk areas, and planned risk reductions or cost containment measures. EACs should be reported without regard to contract ceiling, if applicable. The methods used to develop worst case, best case and most likely management estimates at completion need not be described in the contractor's C/SCSC-compliant management control system description or CPR-No Criteria management procedures.

**10.2.2.2.1 Management Estimate at Completion - Best Case.** Enter in Block 6.a.1 the contractor's best case estimate at completion. The best case estimate is the one that results in the lowest cost to the Government. This estimate should be based on the outcome of the most favorable set of circumstances. If this estimate is different from the most likely estimate at

completion (Block 6.c.1), the assumptions and conditions underlying this estimate should be explained briefly in Format 5. This estimate is for informational purposes only; it is not an official company estimate. There is no requirement for the contractor to prepare and maintain backup data beyond the explanation provided in Format 5.

**10.2.2.2.2 Management Estimate at Completion - Worst Case.** Enter in Block 6.b.1 the contractor's worst case estimate at completion. The worst case estimate is the one that results in the highest cost to the Government. This estimate should be based on the outcome of the least favorable set of circumstances. If this estimate is different from the most likely estimate at completion (Block 6.c.1), the assumptions and conditions underlying this estimate should be explained briefly in Format 5. This estimate is for informational purposes only; it is not an official company estimate. There is no requirement for the contractor to prepare and maintain backup data beyond the explanation provided in Format 5.

**10.2.2.2.3 Management Estimate at Completion - Most Likely.** Enter in Block 6.c.1 the contractor's most likely estimate at completion. This estimate is the contractor's official contract EAC and, as such, takes precedence over the estimates presented in Column (15) of Formats 1 and 2 and Blocks 6.a.1 and 6.b.1. This EAC is the value that the contractor's management believes is the most likely outcome based on a knowledgeable estimate of all authorized work, known risks and probable future conditions. This value need not agree with the total of Column (15) (Block 8.e). However, any difference should be explained in Format 5 in such terms as risk, use of management reserve, or higher management knowledge of current or future contract conditions. This EAC need not agree with EACs contained in the contractor's internal data, but must be reconcilable to them. The most likely EAC also will be reconcilable to the contractor's latest statement of funds required as reported in the Contract Funds Status Report, or its equivalent, if this report is a contractual requirement.

**10.2.2.2.4 Contract Budget Base.** Enter in Block 6.c.2 the total of negotiated cost (Block 5.b) and estimated cost of authorized, unpriced work (5.c).

**10.2.2.2.5 Variance.** Enter in Block 6.c.3 the Contract Budget Base (Block 6.c.2) minus the most likely estimate at complete (Block 6.c.1). This value will be explained in Format 5 according to applicable contractual requirements.

**10.2.2.3 Authorized Contractor Representative.** Enter in Block 7.a the name of the authorized person signing the report. Enter that person's title in Block 7.b. The authorized person will sign in Block 7.c. Enter the date signed in Block 7.d.

**10.2.2.4 Performance Data.**

**10.2.2.4.1 Work Breakdown Structure Element.** Enter in Column (1) of Block 8.a the noun description of the WBS items for which cost information is being reported. WBS items or levels reported will be those specified in the contract. (See 7.6.1 above.)

**10.2.2.4.2 Cost of Money.** Enter in Columns (2) through (16) of Block 8.b the Facilities Capital Cost of Money applicable to the contract.

**10.2.2.4.3 General and Administrative (G&A).** Enter in Columns (2) through (16) of Block 8.c the appropriate G&A costs. If G&A has been included in the total costs reported in Block 8.a above, G&A will be shown as a nonadd entry on this line with an appropriate notation. If a G&A classification is not used, no entry will be made other than an appropriate notation to that effect.

**10.2.2.4.4 Undistributed Budget.** Enter the amount of budget applicable to contract effort which has not yet been identified to WBS elements at or below the reporting level. For example, contract changes which were authorized late in the reporting period should have received a total budget; however, assignment of work and allocation of budgets to individual WBS elements may not have been accomplished as of the end of the period. Budgets which can be identified to WBS elements at or below the specified reporting level will be included in the total budgets shown for the WBS elements in Block 8.a and will not be shown as undistributed budget. Enter in Column (15) of Block 8.d the estimate at completion for the scope of work represented by the undistributed budget in Column (14) of Block 8.d. Enter in Column (16) of Block 8.d the variance, if any, and fully explain it in Format 5. All undistributed budget will be fully explained in Format 5.

**10.2.2.4.4.1 Use of Undistributed Budget.** The provisions made in this report for undistributed budget are primarily to accommodate temporary situations where time constraints prevent adequate budget planning or where contract effort can only be defined in very general terms. Undistributed budget should not be used as a substitute for adequate contract planning. Formal budgets should be allocated to contract effort and responsible organizations at the earliest possible time, preferably within the next reporting period.

**10.2.2.4.5 Subtotal (Performance Measurement Baseline).** Enter the sum of the direct, indirect, Cost of Money, and G&A costs and budgets in Columns (2) through (16) of Block 8.a through e. This subtotal is also referred to as the Performance Measurement Baseline because it represents the allocated budget baseline (less management reserve) against which performance is actually measured.

**10.2.2.4.6 Management Reserve.** Management reserve is an amount of the overall contract budget withheld for management control purposes rather than for the accomplishment of a specific task or set of tasks. It is not a contingency fund, and may not be eliminated from contract prices by the Government during subsequent negotiations nor used to absorb the cost of contract changes. In Column (14) of Block 8.f enter the total amount of budget identified as management reserve as of the end of the current reporting period. The amounts shown as management reserve in Formats 1, 2 and 3 will agree. Amounts of management reserve applied to WBS elements during the reporting period will be listed in Block 6.b of Format 3 and explained in Format 5.

**10.2.2.4.6.1 Negative Management Reserve.** Negative entries will not be made in Management Reserve (Column (14) of Block 8.f). There is no such thing as "negative management reserve." If the contract is budgeted in excess of the Contract Budget Base (the negotiated contract cost plus the estimated cost for authorized, unpriced work), the provisions applicable to formal reprogramming and the instructions in paragraphs 10.2.2.5.1, 10.2.2.6.6, 10.2.2.6.7 and 10.2.4.1.7 apply.

**10.2.2.4.7 Total.** Enter the sum of all direct, indirect, Cost of Money, G&A cost, undistributed budgets and management reserves, if applicable, in Columns (2) through (14) of Block 8.g. The Total lines of Format 1 (Block 8.g) and Format 2 (Block 5.g) will agree. The total of Column (14), Block 8.g, will equal the Total Allocated Budget shown in Block 5.f on Format 3.

**10.2.2.5 Reconciliation to Contract Budget Base.**

**10.2.2.5.1 Formal Reprogramming.** In exceptional cases, the procuring agency may authorize the contractor to establish performance measurement budgets that in total exceed the Contract Budget Base. This process is called formal reprogramming. The contractor and the Government will agree on how the results of a formal reprogramming will be reported in the Cost Performance Report before the formal reprogramming is initiated. This agreement and any other pertinent details on the reporting of the formal reprogramming will be

included in Format 5. Blocks 9.a and 9.b provide the contractor the opportunity to reconcile the higher performance measurement budgets, also called an "Over Target Baseline," to the Contract Budget Base. (See 10.2.2.6.6, 10.2.2.6.7, 10.2.4.1.7, and 10.2.6.5 below for more information on reporting Over Target Baselines.)

**10.2.2.5.2 Variance Adjustment.** In reporting the results of a formal reprogramming (Over Target Baseline) the contractor may 1) apply the additional budget to completed work, thereby eliminating some or all of the existing cost or schedule variances, 2) apply the additional budget to remaining work, 3) apply some of the additional budget to completed work and some to remaining work, or 4) apply some of the additional budget to management reserve. If the contractor uses a portion of the additional budget to eliminate variances applicable to completed work, the total adjustments made to the cost and schedule variances will be shown in Columns (10) and (11) of Block 9.a. The total cost variance adjustment entered in Column (11) of Block 9.a will be the sum of the individual cost variance adjustments shown in Column (12) of Blocks 8.a through g.

**10.2.2.5.3 Total Contract Variance.** In Columns (10) and (11) of Block 9.b, enter the sum of the cost and schedule variances shown on the Total line (Block 8.g) and on the Variance Adjustment line (Block 9.a). In Column (14) enter the Contract Budget Base from Block 6.c.2. In Column (15) enter the management estimate at completion from Block 6.c.1. In Column (16) of Block 9.b enter the difference between Columns (14) and (15) of Block 9.b.

**10.2.2.6 Columns (2) Through (16).** When compliance with the C/SCSC is contractually required, the data in Columns (2) through (16) shall reflect the output of the contractor's C/SCSC-compliant integrated management system (refer to DFARS 252.234-7001). When compliance with the C/SCSC is not contractually required ("CPR - No Criteria"), the data in these columns shall be derived using the contractor's summary management procedures (refer to DFARS 252.242-7005).

**10.2.2.6.1 Column (2) and Column (7) - Budgeted Cost - Work Scheduled.** For the time period indicated, enter the Budgeted Cost for Work Scheduled (BCWS) in these columns.

**10.2.2.6.2 Column (3) and Column (8) - Budgeted Cost - Work Performed.** For the time period indicated, enter the Budgeted Cost for Work Performed (BCWP) in these columns.

**10.2.2.6.3 Column (4) and Column (9) - Actual Cost - Work Performed (ACWP).** For the time period indicated, enter the Actual Cost of Work Performed without regard to ceiling. In all cases, costs and budgets will be reported on a comparable basis.

**10.2.2.6.4 Column (5) and Column (10) - Variance - Schedule.** For the time period indicated, these columns reflect the differences between BCWS and BCWP. For the current period, Column (5) (schedule variance) is derived by subtracting Column (2) (BCWS) from Column (3) (BCWP). For the cumulative to date, Column (10) (schedule variance) is derived by subtracting Column (7) (BCWS) from Column (8) (BCWP). A positive figure indicates a favorable variance. A negative figure (indicated by parentheses) indicates an unfavorable variance. Significant variances as specified in the contract will be fully explained in Format 5. If the contract does not specify variance analysis thresholds, the contractor will provide appropriate variance analyses. (See 10.2.6.3.2.4 below.)

**10.2.2.6.5 Column (6) and Column (11) - Variance - Cost.** For the time period indicated, these columns reflect the difference between BCWP and ACWP. For the current period, Column (6) (cost variance) is derived by subtracting Column (4) (ACWP) from Column (3) (BCWP). For cumulative to date, Column (11) (cost variance) is derived by subtracting Column (9) (ACWP) from Column (8)

(BCWP). A positive figure indicates a favorable variance. A negative figure (indicated by parentheses) indicates an unfavorable variance. Significant variances as specified in the contract will be fully explained in Format 5. If the contract does not specify variance analysis thresholds, the contractor will provide appropriate variance analyses. (See 10.2.6.3.2.4 below.)

**10.2.2.6.6 Column (12) Reprogramming Adjustments - Cost Variance.** Formal reprogramming (Over Target Baseline) results in budget allocations in excess of the Contract Budget Base and, in some instances, adjustments to previously reported variances. If previously reported variances are being adjusted, the adjustment applicable to each reporting line item affected will be entered in Column (12). The total of Column (12) will equal the amount shown on the Variance Adjustment line (Block 9.a) in Column (11).

**10.2.2.6.7 Column (13) Reprogramming Adjustments - Budget.** Enter the total amounts added to the budget for each reporting line item as the result of formal reprogramming (Over Target Baseline). The amounts shown will consist of the sum of the budgets used to adjust cost variances (Column (12)) plus the additional budget added to the WBS element for remaining work. Enter the amount of budget added to management reserve in the space provided on the management reserve line (Block 8.f). The total of Column (13) will equal the amount the Total Allocated Budget has been budgeted in excess of the Contract Budget Base as shown in Block 5.g of Format 3. An explanation of the reprogramming will be provided in Format 5.

**10.2.2.6.7.1 Formal Reprogramming Reporting.** Columns (12) and (13) are intended for use only in situations involving formal reprogramming (Over Target Baseline). Internal replanning actions within the Contract Budget Base do not require entries in these columns. Where contractors are submitting CPR data directly from automated systems, the addition of Columns (12) and (13) as shown may not be practical due to computer reprogramming problems or space limitations. In such cases, the information may be provided on a separate sheet and attached as Format 1a to each subsequent report. Contractors will not be required to abandon or modify existing automated reporting systems to include Columns (12) and (13) if significant costs will be associated with such change. Nor will contractors be required to prepare the report manually solely to include this information.

**10.2.2.6.7.2. Formal Reprogramming Timeliness.** Formal reprogramming (Over Target Baseline) can be a significant undertaking that may require more than a month to implement. To preclude a disruption of management visibility caused by a reporting hiatus, the contractor should implement the formal reprogramming expeditiously. If a reporting hiatus is needed, the contractor and the Government will agree on the date and duration of the hiatus before the formal reprogramming is initiated.

**10.2.2.6.8 Column (14) - At Completion - Budgeted.** Enter the budgeted cost at completion for the items listed in Column (1). This entry will consist of the sum of the original budgets plus or minus budget changes resulting from contract changes, internal replanning, and application of management reserves. The total (Block 8.g) will equal the Total Allocated Budget shown in Block 5.f on Format 3.

**10.2.2.6.9 Column (15) - At Completion - Estimated.** Enter the latest revised estimate of cost at completion including estimated overrun/underrun for all authorized work. If the subtotal (Block 8.e) does not agree with the most likely management estimate at completion (Block 6.c.1), the difference will be explained in Format 5. (See 10.2.2.2.3 above.)

**10.2.2.6.10 Column (16) - At Completion - Variance.** Enter the difference between the Budgeted - At Completion (Column (14)) and the Estimated - At Completion (Column (15)) by subtracting Column (15) from Column (14). A negative figure (indicated by parentheses) reflects an unfavorable variance. Significant variances as specified in the contract will be fully explained in

Format 5. If the contract does not specify variance analysis thresholds, the contractor will provide appropriate variance analyses. (See 10.2.6.3.2.4 below.)

### 10.2.3 Format 2 - Organizational Categories.

#### 10.2.3.1 Performance Data.

10.2.3.1.1 Column (1) - Organizational Category. In Block 5.a list the organizational categories which reflect the contractor's internal management structure. This format will be used to collect organizational cost information at the total contract level rather than for individual WBS elements. The level of detail to be reported will normally be limited to the organizational level immediately under the operating head of the facility. The contractor shall be given flexibility to report this information according to its own internal management structure. If the contractor is organized by product teams, this format may not be needed because it should resemble Format 1.

10.2.3.1.2 Cost of Money. Enter in Columns (2) through (16) of Block 5.b the Facilities Capital Cost of Money applicable to the contract.

10.2.3.1.3 General and Administrative. Enter in Columns (2) through (16) of Block 5.c the appropriate G&A costs. (See 10.2.2.4.3 above.)

10.2.3.1.4 Undistributed Budget. Enter in Column (14) of Block 5.d the budget applicable to contract effort which cannot be planned in sufficient detail to be assigned to a responsible organizational area at the reporting level. The amount shown on this format may exceed the amount shown as undistributed budget on Format 1 if budget is identified to a task at or below the WBS reporting level but organizational identification has not been made; or may be less than the amount on Format 1 where budgets have been assigned to organizations but not to WBS elements. Enter in Column (15) of Block 5.d the estimate at completion for the scope of work represented by the undistributed budget in Column (14) of Block 5.d. Enter in Column (16) of Block 5.d the variance, if any, and fully explain it in Format 5. (See 10.2.2.4.4 above.)

10.2.3.1.5 Subtotal (Performance Measurement Baseline). Enter the sum of the direct, indirect, Cost of Money, and G&A costs and budgets in Columns (2) through (16) of Block 5.a through e. (See 10.2.2.4.5 above.)

10.2.3.1.6 Management Reserve. In Column (14) of Block 5.f enter the amount of budget identified as management reserve. The Management Reserve entry will agree with the amounts shown in Format 1 and 3. (See 10.2.2.4.6 above.)

10.2.3.1.7 Total. Enter the sum of all direct, indirect, Cost of Money, and G&A costs and budgets, undistributed budgets and management reserves, if applicable, in Columns (2) through (14) of Block 5.g. The totals on this page will equal the Total line on Format 1. The total of Column (14) will equal the Total Allocated Budget shown in Block 5.f on Format 3.

10.2.3.2 Columns (2) Through (16). The instructions applicable to these columns are the same as the instructions for corresponding columns on Format 1. (See 10.2.2.6 and 10.2.2.6.1 through 10.2.2.6.10 above.)

### 10.2.4 Format 3 - Baseline.

#### 10.2.4.1 Contract Data.

10.2.4.1.1 Original Negotiated Cost. Enter in Block 5.a the dollar value (excluding fee or profit) negotiated in the original contract. For a cost plus fixed fee or award fee contract, enter the estimated cost negotiated. For an incentive contract, enter the definitized contract target cost.

**10.2.4.1.2 Negotiated Contract Changes.** Enter in Block 5.b the cumulative cost (excluding fee or profit) applicable to definitized contract changes which have occurred since the beginning of the contract.

**10.2.4.1.3 Current Negotiated Cost.** Enter in Block 5.c the sum of Blocks 5.a and 5.b. The amount shown should equal the current dollar value (excluding fee or profit) on which contractual agreement has been reached and should be the same as the amount in Negotiated Cost (Block 5.b) on Format 1.

**10.2.4.1.4 Estimated Cost of Authorized, Unpriced Work.** Enter in Block 5.d the estimated cost (excluding fee or profit) for contract changes for which written authorizations have been received, but for which contract prices have not been incorporated in the contract, as shown in Block 5.c of Format 1.

**10.2.4.1.5 Contract Budget Base.** Enter in Block 5.e the sum of Blocks 5.c and 5.d.

**10.2.4.1.6 Total Allocated Budget.** Enter in Block 5.f the sum of all budgets allocated to the performance of the contractual effort. The amount shown will include all management reserves and undistributed budgets. This amount will be the same as that shown on the Total line in Column (14) on Format 1 (Block 8.g) and Format 2 (Block 5.g).

**10.2.4.1.7 Difference.** Enter in Block 5.g the difference between Blocks 5.e and 5.f. In most cases, the amounts shown in Blocks 5.e and 5.f will be identical. If the amount shown in Blocks 5.f exceeds that shown in Block 5.e, it usually is an indication of a formal reprogramming (Over Target Baseline). The difference should be explained in Format 5 at the time the negative value appears and subsequently for any change in the value.

**10.2.4.1.8 Contract Start Date.** Enter in Block 5.h the date the contractor was authorized to start work on the contract, regardless of the date of contract definitization. (Long lead procurement efforts authorized under prior contracts are not to be considered.)

**10.2.4.1.9 Contract Definitization Date.** Enter in Block 5.i the date the contract was definitized.

**10.2.4.1.10 Planned Completion Date.** Enter in Block 5.j the completion date to which the budgets allocated in the Performance Measurement Baseline have been planned. This date should represent the planned completion of all significant effort on the contract. The cost associated with the schedule from which this date is taken is the Total Allocated Budget (Block 5.f of Format 3).

**10.2.4.1.10.1 Performance Measurement Schedule Inconsistent With Contractual Schedule.** In exceptional cases, the contractor may determine that the existing contract schedule cannot be achieved and no longer represents a reasonable basis for management control. With Government approval, the contractor may rephase its performance measurement schedule to new dates which exceed the contractual milestones, a condition known as "Over Target Schedule." These new dates are for performance measurement purposes only and do not represent an agreement to modify the contract terms and conditions. The Government and the contractor will agree on the new performance measurement schedule prior to reporting it in the Cost Performance Report. The contractor should provide pertinent information in Format 5 on any schedule milestones that are inconsistent with contractual milestones, beginning the month the schedule is implemented and each month thereafter.

**10.2.4.1.10.2 Indicators of a Performance Measurement Schedule Inconsistent With the Contractual Schedule.** Formal reprogramming or internal replanning may result in performance measurement milestones that are inconsistent with the contractual milestones (Over Target Schedule). A difference between the planned completion date (Block 5.j) and the contract completion date (Block



5.k) indicates that some or all of the performance measurement milestones are inconsistent with the contractual milestones. However, some performance measurement milestones may be inconsistent with contractual milestones even if these dates are the same.

10.2.4.1.11 Contract Completion Date. Enter in Block 5.k the contract scheduled completion date in accordance with the latest contract modification. The cost associated with the schedule from which this date is taken is the Contract Budget Base (Block 5.e of Format 3).

10.2.4.1.12 Estimated Completion Date. Enter the contractor's latest revised estimated completion date. This date should represent the estimated completion of all significant effort on the contract. The cost associated with the schedule from which this date is taken is the most likely management estimate at completion (Block 5.c.1 of Format 1).

#### 10.2.4.2 Column (1) - Item.

10.2.4.2.1 Performance Measurement Baseline (Beginning of Period). Enter in Block 6.a the time-phased Performance Measurement Baseline (PMB) (including G&A) which existed at the beginning of the current reporting period. Most of the entries on this line are taken directly from the PMB (End of Period) line on the previous report. For example, the number in Column (4) on the PMB (End of Period) line from last month's report becomes the number in Column (3) on the PMB (Beginning of Period) line on this report. The number in Column (5) (end of period) last report becomes Column (4) (beginning of period) on this report, etc. This rule pertains through Column (9) where the time increments change from monthly to some other periods of time. At this point, a portion of Column (10) (end of period) would go into Column (9) (beginning of period) and the remainder of Column (10) (end of period) would go into Column (10) (beginning of period). Columns (11) through (16) simply move directly up to the (beginning of period) line without changing columns.

10.2.4.2.2 Baseline Changes. List by number in Block 6.b, the contract changes and supplemental agreements authorized during the reporting period. All authorized baseline changes should be listed whether priced or unpriced. The amount of management reserve applied during the period should also be listed.

10.2.4.2.3 Performance Measurement Baseline (End of Period). Enter in Block 6.c the time-phased PMB as it exists at the end of the reporting period. The difference between this line and the PMB (Beginning of Period) should represent the effects of the authorized changes and allocations of management reserves made during the period. Significant differences should be explained in Format 5 in terms of reasons for necessary changes to time-phasing due to internal replanning or formal reprogramming, and reasons for the application of management reserve.

10.2.4.2.4 Management Reserve. Enter in Block 7 the total amount of management reserve remaining as of the end of the reporting period. This figure will agree with the amounts shown as management reserve in Formats 1 and 2.

10.2.4.2.5 Total. Enter in Column (16) of Block 8 the sum of Column (16) of Block 6.c (PMB (End of Period)) and Column (16) of Block 7 (Management Reserve). This amount should be the same as that shown on the Total line (Block 8.g) in Column (14) on Format 1.

10.2.4.3 Column (2) - BCWS - Cum To Date. On the PMB (Beginning of Period) line (Block 6.a), enter the cumulative BCWS as of the first day of the reporting period. This should be the same number reported as BCWS - Cum To Date on the Total line (Column (7) of Block 8.g) of Format 1 of the previous CPR. On the PMB (End of Period) line (Block 6.c), enter the cumulative BCWS as of the last day of the reporting period. This should be the same number

reported as BCWS - Cum to Date on the Total line (Column (7) of Block 8.g) of Format 1 for this CPR.

**10.2.4.4 Column (3) - BCWS For Report Period.** On the PMB (Beginning of Period) line (Block 6.a), enter the BCWS planned for the reporting period. This should be the number in Column (4) on the PMB (End of Period) line (Block 6.c) on the preceding month's report.

**10.2.4.5 Columns (4) Through (14).** Enter the names of the next six months in the headings of Columns (4) through (9) of Block 6, and the names of the appropriate periods in the headings of Columns (10) through (14). In the PMB (Beginning of Period) line (Block 6.a), enter the BCWS projection reported in the previous CPR as PMB (End of Period) (Block 6.c). In the PMB (End of Period) line (Block 6.c) of this report, enter the projected BCWS (by month for six months and by periodic increments thereafter, or as negotiated with the procuring activity) for the remainder of the contract. The time-phasing of each item listed in Column (1) of Block 6.b need not be shown in Columns (4) through (14).

**10.2.4.6 Column (15) - Undistributed Budget.** On the PMB (Beginning of Period) line (Block 6.a), enter the number from Column (15) on the PMB (End of Period) line (Block 6.c) from the preceding report. On the PMB (End of Period) line, enter the undistributed budget shown in Column (14) of Block 8.d on Format 1 of this report.

**10.2.4.7 Column (16) - Total Budget.** On the PMB (Beginning of Period) line (Block 6.a) enter the number from Column (16) on the PMB (End of Period) line (Block 6.c) from the preceding report. In the section where baseline changes that occurred during the period are listed (Column (1) of Block 6.b), enter the amount of each of the changes listed. On the PMB (End of Period) line (Block 6.c), enter the sum of the amounts in the preceding columns on this line. On the Management Reserve line (Block 7), enter the amount of management reserve available at the end of the period. On the Total line (Block 8) enter the sum of the amounts in this column on the PMB (End of Period) line and the Management Reserve line. (This should equal the amount in Block 5.f on this format and also the amount of the Total line in Column (14), Block 8.g, of Format 1.)

#### **10.2.5 Format 4 - Staffing.**

**10.2.5.1 Performance Data.** For those organizational categories shown in Column (1) of Block 5, equivalent months will be indicated for the current reporting period, cumulative through the current period, and forecast to completion. Direct equivalent months will be shown for each organizational category for the contract. An equivalent month is defined as the effort equal to that of one person for one month. Figures should be reported in whole numbers. (Partial months, .5 and above, will be rounded to 1; below .5 to 0.) When the Government and the contractor agree, staffing may be reported in equivalent days or hours.

**10.2.5.1.1 Organizational Category.** List the organizational categories that reflect the contractor's internal management structure in Block 5. Format 4 categories may differ from those reported in Format 2. If the Government needs different categories in Formats 2 and 4, the Format 4 categories will be addressed during negotiations. (See 7.6.7 above.)

**10.2.5.1.2 Total Direct.** In Block 6, Columns (2) through (15), enter the sum of all direct equivalent months for the organizational categories shown in Column (1).

**10.2.5.2 Column (2) - Actual - Current Period.** Enter the actual equivalent months incurred during the current reporting period.

10.2.5.3 Column (3) - Actual End of Current Period (Cum). Enter the actual equivalent months incurred to date (cumulative) as of the end of the report period.

10.2.5.4 Columns (4) Through (14) - Forecast (Non Cumulative). Enter a staffing forecast by month for a six-month period following the current period and by periodic increment thereafter, as negotiated with the procuring activity (see 7.6.4 above). The forecast will be updated at least quarterly unless a major revision to the plan or schedule has taken place, in which case forecasts will be changed for all periods involved in the report submitted at the end of the month in which the change occurred.

10.2.5.5 Column (15) - Forecast at Completion. Enter the estimate of equivalent months necessary for the total contract in Column (15) by organizational category. This estimate should be consistent with the most likely management estimate at completion shown in Block 6.c.1 of Format 1. Any significant change in the total number of equivalent months at completion of the contract (i.e., Column (15) Total) should be explained in Format 5.

10.2.6 Format 5 - Explanations and Problem Analyses.

10.2.6.1 General. Format 5, Explanations and Problem Analyses, is a narrative report prepared to supplement the other CPR formats. Format 5 will normally address 1) contractually required cost, schedule and estimate at completion variance analyses, 2) management reserve changes and usage, 3) undistributed budget contents, 4) differences between the best case, worst case, and most likely management estimate at completion, if any, 5) the difference between the most likely management estimate at completion and the estimate in Block 8.e of Column (15), if any, 6) significant differences between beginning of period PMB timephasing and end of period PMB timephasing in Format 3, 7) performance measurement milestones that are inconsistent with contractual milestones (Over Target Schedule), 8) formal reprogramming (Over Target Baseline) implementation details, and 9) significant staffing estimate changes in Format 4. However, any topic relevant to contract cost, schedule or technical performance can be addressed in this format.

10.2.6.2 Total Contract. Provide a summary analysis, identifying significant problems affecting performance. Indicate corrective actions required, including Government action where applicable. Significant changes since the previous report should be highlighted. Discuss any other issues affecting successful attainment of contract cost, schedule or technical objectives which the contractor deems significant or noteworthy. This section should be brief, normally one page.

10.2.6.3 Cost and Schedule Variances. Explain all variances which exceed specified variance thresholds. Explanations of variances must clearly identify the nature of the problem, significant reasons for cost or schedule variance, effect on the immediate task, impact on the total contract, and the corrective action taken or planned. Explanations of cost variances should identify amounts attributable to rate changes separately from amounts applicable to hours worked; amounts attributable to material price changes separately from amounts applicable to material usage; and amounts attributable to overhead rate changes separately from amounts applicable to overhead base changes or changes in the overhead allocation basis. To reduce the volume of variance analysis, the Government may allow the contractor to refer to a prior CPR's variance analysis explanations if the explanation for the current CPR's variance has not changed significantly.

10.2.6.3.1 Setting Variance Analysis Thresholds. The Government should require the minimum amount of variance analysis in Format 5 which satisfies its management information needs. Excessive variance analysis is burdensome and costly, and detracts from the CPR's usefulness, while too little information is equally undesirable. The contract should include a provision to review cost and schedule variance analysis thresholds periodically,

normally semiannually, to determine if they continue to meet the Government's information needs. If they do not, the thresholds should be changed at no cost to the Government.

**10.2.6.3.2 Identifying Significant Variances.** There is no prescribed basis for identifying which cost and schedule variances are to be explained in Format 5. The Government may specify any one of several ways to identify such variances, including, but not limited to the following:

**10.2.6.3.2.1 Fixed Number of Variances.** Specify a number of significant variances. These variances can be either current month, cumulative, or at-completion. Any number of significant variances may be selected, but the Government should be careful to select only the number that it feels are necessary.

**10.2.6.3.2.2 Percentage or Dollar Thresholds.** Select variances based on percentage or dollar thresholds. Significant schedule variances are identified based on their size or percentage to Budgeted Cost for Work Scheduled, and significant cost variances are identified based on their size or percentage to Budgeted Cost for Work Performed. For example, all current month, cumulative or at-completion variances greater than 10% or \$500K may be selected for analysis. This method usually results in a larger number of variances requiring reporting. Consequently, the thresholds should be reviewed periodically to ensure they continue to provide a reasonable amount of useful information.

**10.2.6.3.2.3 Specific Variances.** Select variances for analysis only after reviewing Formats 1 or 2. Under this method, the CPR is delivered promptly after the contractor's accounting period ends with all required information in Formats 1 through 5 except variance analyses. Once the Government has reviewed this performance data, it selects specific variances for analysis. This method may be the most efficient in that the Government can pinpoint areas to be analyzed. It is also the most flexible because there may be some months where a review of the performance data yields few or no variance analysis candidates. However, this method should only be used if the Government is certain it has sufficient resources to review the CPR early and select variances each month.

**10.2.6.3.2.4 No Variance Analysis Thresholds Specified.** If the contract does not specify variance analysis thresholds, the contractor will determine what significant variance explanations are reported. These explanations should focus on 1) areas where the Government should be informed of developing issues or problems, 2) areas of identified program risk or management interest, or 3) areas of significantly unfavorable cost or schedule performance.

**10.2.6.4 Other Analyses.** In addition to variance explanations, the following analyses are mandatory:

**10.2.6.4.1. Management Estimate at Completion.** If the best or worst case management estimates at completion differ from the most likely estimate, the contractor must provide a brief explanation of the difference. Also, if the most likely management estimate at completion differs from the total entered in Column 15 of Format 1 or 2, the contractor must explain the difference. The explanations should focus on such areas as differences in underlying assumptions; a knowledgeable, realistic risk assessment; projected use of management reserve; estimate for undistributed budget; and higher management knowledge of current or future contract conditions.

**10.2.6.4.2 Undistributed Budget.** Identify the effort to which the undistributed budget applies. Also, explain any variance between the undistributed budget and the estimate for undistributed budget in Formats 1 and 2.

10.2.6.4.3 Management Reserve Changes. Identify the sources and uses of management reserve changes during the reporting period. For management reserve uses, identify the WBS and organizational elements to which applied, and the reasons for application.

10.2.6.4.4 Baseline Changes. Explain reasons for significant shifts in time-phasing of the PMB shown on Format 3.

10.2.6.4.5 Staffing Level Changes. Explain significant changes in the total staffing estimate at completion shown on Format 4. Also, explain reasons for significant shifts in time-phasing of planned staffing.

10.2.6.5 Formal Reprogramming (Over Target Baseline). If the difference shown in Block 5.g on Format 3 becomes a negative value or changes in value, provide information on the following:

10.2.6.5.1 Authorization. Procuring activity authorization for the baseline change which resulted in negative value or change.

10.2.6.5.2 Reason. A discussion of the reason(s) for the change.

10.2.6.5.3 CPR Reporting. A discussion of how the change affected CPR reporting (i.e., amount allocated to management reserve, adjustments to cost or schedule variances, etc.).

10.2.6.5.4 Schedule. Indicate whether the contract schedule was retained for performance measurement or was replaced with a schedule that exceeds the contractual schedule (Over Target Schedule).

10.2.6.6 Over Target Schedule. If a performance measurement schedule exceeding the contractual schedule (Over Target Schedule) has been implemented, provide a discussion of the pertinent information, such as authorization, reasons and significant dates.

CLASSIFICATION (When filled in)

COST PERFORMANCE REPORT															DOLLARS IN		
FORMAT 1 - WORK BREAKDOWN STRUCTURE																	
1. CONTRACTOR		2. CONTRACT		3. PROGRAM		4. REPORT PERIOD											
a. NAME		a. NAME		a. NAME		a. FROM (YYMMDD)											
b. LOCATION (Address and ZIP Code)		b. NUMBER		b. PHASE (x one)		b. TO (YYMMDD)											
		c. TYPE		d. SHARE RATIO		RD&E		PRODUCTION									
5. CONTRACT DATA		c. EST. COST AUTHOR-IZED UNPRICED WORK		d. TARGET PROFIT/ FEE		e. TARGET PRICE		f. ESTIMATED PRICE		g. CONTRACT CEILING		h. ESTIMATED CONTRACT CEILING					
a. QUANTITY		b. NEGOTIATED COST															
6. ESTIMATED COST AT COMPLETION		MANAGEMENT ESTIMATE AT COMPLETION (1)		CONTRACT BUDGET BASE (2)		VARIANCE (3)		7. AUTHORIZED CONTRACTOR REPRESENTATIVE		a. NAME (Last, First, Middle Initial)		b. TITLE					
a. BEST CASE								c. SIGNATURE						d. DATE SIGNED (YYMMDD)			
b. WORST CASE																	
c. MOST LIKELY																	
8. PERFORMANCE DATA																	
ITEM		BUDGETED COST		ACTUAL COST		BUDGETED COST		WORK PERFORMED		VARIANCE		CUMULATIVE TO DATE		REPROGRAMMING ADJUSTMENTS		AT COMPLETION	
(1)		WORK SCHEDULED (2)		WORK COST PERFORMED (4)		WORK SCHEDULED (6)		WORK COST PERFORMED (8)		VARIANCE (10)		BUDGETED COST (11)		COST VARIANCE (12)		BUDGETED (14) ESTIMATED (15) VARIANCE (16)	
a. WORK BREAKDOWN STRUCTURE ELEMENT																	
b. COST OF MONEY																	
c. GENERAL & ADMINISTRATIVE																	
d. UNDISTRIBUTED BUDGET																	
e. SUBTOTAL (Performance Measurement Baseline)																	
f. MANAGEMENT RESERVE																	
g. TOTAL																	
9. RECONCILIATION TO CONTRACT BUDGET BASE																	
a. VARIANCE ADJUSTMENT																	
b. TOTAL CONTRACT VARIANCE																	

CLASSIFICATION (When filled in)

CLASSIFICATION (When filled in)

COST PERFORMANCE REPORT FORMAT 2 - ORGANIZATIONAL CATEGORIES															DOLLARS IN		
1. CONTRACTOR															4. REPORT PERIOD		
a. NAME															a. FROM (YYMMDD)		
b. LOCATION (Address and ZIP Code)															b. TO (YYMMDD)		
2. CONTRACT															3. PROGRAM		
a. NAME															a. NAME		
b. NUMBER															b. PHASE (X one)		
c. TYPE															d. SHARE RATIO		
e. PRODUCTION															e. PRODUCTION		
5. PERFORMANCE DATA															6. AT COMPLETION		
a. ORGANIZATIONAL CATEGORY															b. COST OF MONEY		
c. GENERAL & ADMINISTRATIVE															d. UNDISTRIBUTED BUDGET		
e. SUBTOTAL (Performance Measurement Baseline)															f. MANAGEMENT RESERVE		
g. TOTAL															g. TOTAL		

CLASSIFICATION (When filled in)

# COST PERFORMANCE REPORT FORMAT 3 - BASELINE

DOLLARS IN

[illegible]

**CLASSIFICATION** (When filled in)





CLASSIFICATION (When filled in)

**FORMAT 5 - EXPLANATIONS AND PROBLEM ANALYSES**

<b>1. CONTRACTOR</b>		<b>2. CONTRACT</b>		<b>3. PROGRAM</b>		<b>4. REPORT PERIOD</b>	
a. NAME		a. NAME		a. NAME		a. FROM (YYMMDD)	
b. LOCATION (Address and ZIP Code)		b. NUMBER		b. PHASE (X one)		b. TO (YYMMDD)	
		c. TYPE		RD&E		PRODUCTION	
		d. SHARE RATIO					

**5. EVALUATION**

Page of Pages

CLASSIFICATION (When filled in)

**(1 Data Item)**

**OMB No. 0704-0188**

The public reporting burden for this collection of information is estimated to average 110 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to Department of Defense, Washington Headquarters Services, Directorate for Information Operations and Reports (0701-0188), 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA 22202-4302. Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number. Please DO NOT RETURN your form to the above address. Send completed form to the Government Issuing Contracting Officer for the Contract/PRC No. listed in Block E.

A. CONTRACT LINE ITEM NO.		B. EXHIBIT A		C. CATEGORY: TDP _____ TM _____ OTHER <u>X</u>			
D. SYSTEM/ITEM Hill AFB A-76 BOS Study		E. CONTRACT/PR NO. 5.0.2.5		F. CONTRACTOR			
1. DATA ITEM NO.  A004	2. TITLE OF DATA ITEM  Contract Funds Status Report (CFSR)			3. SUBTITLE			
4. AUTHORITY (Data Acquisition Document No.) DI-MGMT-81466/T		5. CONTRACT REFERENCE		6. REQUIRING OFFICE CO			
7. DD 250 REQ LT	8. DIST STATEMENT REQUIRED  N/A	10. FREQUENCY Quarterly	12. DATE OF FIRST SUBMISSION	14. DISTRIBUTION			
9. APP CODE		11. AS OF DATE Award	13. DATE OF SUBSEQUENT SUBMISSION	a. ADDRESSEE	b. COPIES Draft      Final Reg      Repro		
16. REMARKS				PMO/CO		1	
				PMO/RA		1	
				16. TOTAL			
G. PREPARED BY		H. DATE		I. APPROVED BY		J. DATE	

17. PRICE GROUP	1
18. ESTIMATED TOTAL PRICE	

Public reporting burden for this collection of information is estimated to average 1 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Department of Defense, Washington Headquarters Service, Directorate for Information Operations and Reports, 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA 22202-4302, and to the Office of Management and Budget, Paperwork Reduction Project (0704-0188), Washington, DC 20503.

1. TITLE CONTRACT FUNDS STATUS REPORT (CFSR)		2. IDENTIFICATION NUMBER DI-MGMT-81468	
3. DESCRIPTION/PURPOSE 1 The Contract Funds Status Report (CFSR), DD Form 1586, Sample Format 1, is designed to supply funding data about defense contracts to Program Managers for: (a) updating and forecasting contract funds requirements, (b) planning and decision making on funding changes to contracts, (c) developing funds requirements and budget estimates in support of approved programs, (d) determining funds in excess of contract needs and available for deobligation, and (e) obtaining rough estimates of termination costs.			
4. APPROVAL DATE (YYMMDD) 951019	5. OFFICE OF PRIMARY RESPONSIBILITY (OPR) OUSD (A&T) API/PM	6. DTIC APPLICABLE	7. GDSF APPLICABLE
7. APPLICATION/INTERRELATIONSHIP 7.1 This Data Item Description (DID) contains the format and content preparation instructions for the data product generated by the specific and discrete task requirements as delineated in the contract. 7.2 This DID may be used in conjunction with the Contract Work Breakdown Structure DID, DI-MGMT-81334, the Cost Performance Report DID, DI-MGMT-81466, and the Cost/Schedule Status Report DID, DI-MGMT-81467. 7.3 <u>Contractual Application.</u> The CFSR is applicable to contracts over 6 months in duration. No specific application thresholds are established, but application to contracts of less than \$1,000,000 (constant fiscal year (FY) 1990 dollars) should be evaluated carefully to ensure only the minimum information necessary for effective management control is required. The CFSR will not be applied to firm fixed price contracts (as defined in FAR 16.202) unless unusual circumstances require specific funding visibility. CFSRs may be applied to unpriced portions of firm fixed price contracts that are estimated to be in excess of twenty (20) percent of the initial contract value. Only those parts of the CFSR essential to the management of each acquisition will be required. The DoD Program Manager will determine the need for contract funds information and apply only those portions of the CFSR deemed appropriate. To ensure that only minimum data is required over the life of the contract, provisions should be included in the contract to review reporting requirements at least annually and change them, if necessary, at no charge to the Government. (Continued on page 2)			
8. APPROVAL LIMITATION		9a. APPLICABLE FORMS DD FORM 1586	9b. AMS NUMBER D7122
10. PREPARATION INSTRUCTIONS 10.1 <u>Format.</u> Contractor formats should be substituted whenever they contain all the required data elements at the specified reporting levels in a form suitable for DOD management. 10.2 <u>Content.</u> The CFSR shall contain the following information: 10.2.1 <u>Item 1 - Contract Number.</u> Enter the assigned contract number and the latest modification number on which contractual agreement has been reached. 10.2.2 <u>Item 2 - Contract Type.</u> Enter the type of contract as identified in FAR Part 16 (e.g., Cost Plus Fixed Fee (CPFF), Fixed Price Incentive (FPI), etc.). 10.2.3 <u>Item 3 - Contract Funding For.</u> Enter the applicable type as follows: Multi-Year Procurement (MYP) Incrementally Funded Contract (INC) Contract for a Single Year (SYC) 10.2.3.1 <u>For FY.</u> For contracts which are financed with funds appropriated in more than one fiscal year, a report is required for each fiscal year's funds where the separate year's funds in the contract are associated with specific quantities of hardware or services to be furnished. The fiscal year(s) being reported will be shown in this block and that year's share of the total target prices (initial and adjusted) will be shown in Items 9 and 10. (Continued on page 3)			
11. DISTRIBUTION STATEMENT Distribution Statement A: Approved for public release; distribution is unlimited.			

## Block 7, Application/Interrelationship (Continued).

**7.3.1 Level of Reporting.** If a contract is funded with a single appropriation, a single line entry at the total contract level should be considered for CFSR reporting. Reporting by line item or WBS element will be limited to only those items or elements needed to support funds management requirements. A reduced level of reporting may be implemented on contracts (a) with a dollar value between \$250,000 and \$1,000,000 (constant FY 1990 dollars); (b) that are for time and material; or (c) for which only limited funding requirements information is needed.

**7.3.2 Multiple Appropriations.** Where two or more appropriation sources are used for funding a single contract, contractors will segregate funds data by appropriation accounting reference. The procuring agency will supply the appropriation numbers applicable to individual line items or WBS elements. If a single line item or WBS element is funded by more than one appropriation, methods for segregating and reporting such information will be negotiated and specified in the contract.

**7.3.3 Electronic Data Interchange.** The American National Standards Institute (ANSI) X12 standard (transaction set 839), or the United Nations Electronic Data Interchange For Commerce, Administration and Transport (EDIFACT) equivalent, will be used for EDI transmission.

**7.4 Frequency and Submission.** The CFSR will be a contractual requirement as set forth in the Contract Data Requirements List (CDRL) DD Form 1423. Unless otherwise provided in the contract, the CFSR will be prepared as of the end of each calendar quarter or contractor accounting period nearest the end of each quarter. The required number of copies of the CFSR will be forwarded within 25 calendar days after the "as of" date of the report, or as otherwise specified in the contract. In the event of exceptional circumstances which call for increased frequency in reporting, such frequency will not be more often than monthly and will be negotiated and specified in the contract.

#### **7.5 Explanations of Terms.**

**7.5.1 Open Commitments.** For this report, a commitment represents the estimated obligation of the contractor (excluding accrued expenditures) to vendors or subcontractors (based on the assumption that the contract will continue to completion).

**7.5.2 Accrued Expenditures.** For this report, include recorded or incurred costs as defined within the Allowable Cost, Fee and Payments Clause (FAR 52.216-7) for cost type contracts or the Progress Payments Clause (FAR 52.232-16) for fixed price type contracts, plus the estimated fee or profit earned. Such costs include:

**7.5.2.1 Actual payments for services or items purchased directly for the contract.**

**7.5.2.2 Costs incurred, but not necessarily paid, for storeroom issues, direct labor, direct travel, direct other in-house costs and allocated indirect costs.**

**7.5.2.3 Progress payments made to subcontractors.**

**7.5.2.4 Pension costs provided they are paid at least quarterly.**

**7.5.3 Termination Costs.** Although this report is prepared on the basis that the contract will continue to completion, it is necessary to report estimated termination cost by government fiscal year and generally by more frequent intervals on incrementally funded contracts. The frequency will be dependent on the funding need dates (i.e., quarterly) and should be compatible with the contract funding clauses, Limitation of Funds clause (cost type contracts) or

Limitation of Obligation clause (fixed price type contracts). Termination costs include such items as loss of useful life of special tooling, special machinery and equipment; rental cost of unexpired leases; and settlement expenses. The definition of termination costs is included in FAR 31.205-42. In the event the Special Termination Costs clause (DFARS 252.249-7000) is authorized, then costs defined therein will be eliminated from the estimated termination costs.

7.6 The CFSR DID may be "tailored" in Block 16 of CDRL DD Form 1423. Tailoring is defined as deleting requirements from a DID. Requiring more information in the CFSR CDRL DD Form 1423 than specified in this DID is prohibited by DOD regulation. All negotiated reporting provisions will be specified in the contract's CDRL.

7.7 This DID supersedes DI-F-6004B.

#### Block 10, Preparation Instructions (Continued)

10.2.4 Item 4 - Appropriation. Enter the appropriation name (i.e., Research, Development, Test and Evaluation, Aircraft Procurement, etc.) and DoD Component (i.e., Air Force, Navy, etc.) in this block.

10.2.5 Item 5 - Previous Report Date. Enter the cut-off date of the previous report. (Year, Month, Day)

10.2.6 Item 6 - Current Report Date. Enter the cut-off date applicable to this report. (Year, Month, Day)

10.2.7 Item 7 - Contractor. Enter the name, division (if applicable), and mailing address of the reporting contractor.

10.2.8 Item 8 - Program. Identify the program by name or enter the type, model and series or other military designation of the prime item or items purchased on the contract. If the contract is for services or a level-of-effort (i.e., research, flight test, etc.), the title of the service should be shown.

10.2.9 Item 9 - Initial Contract Price. Enter the dollar amounts for the initial negotiated contract target price (or estimated price for non-incentivized contracts) and contract ceiling price when appropriate. For contracts which are financed with funds appropriated in more than one fiscal year, only the share of the total initial target and ceiling associated with the fiscal year shown in Item 3 will be entered.

10.2.10 Item 10 - Adjusted Contract Price. Enter the dollar amounts for the adjusted contract target price (initial negotiated contract plus supplemental agreements) and adjusted contract ceiling price or estimated ceiling price where appropriate. For contracts which are financed with funds appropriated in more than one fiscal year, only the share of the total adjusted target and ceiling associated with the fiscal year shown in Item 3 will be entered.

10.2.11 Item 11 - Funding Information.

10.2.11.1 Column a. - Line Item/Work Breakdown Structure (WBS) Element. Enter the line item or WBS elements specified for CFSR coverage in the contract.

10.2.11.2 Column b. - Appropriation Identification. Enter the appropriation number supplied by the DoD Component for the contract or, if applicable, each line item or WBS element.

10.2.11.3 Column c. - Funding Authorized To Date. Enter dollar amounts of contract funding authorized under the contract from the beginning of the fiscal year(s) shown in Item 3 through the report date shown in Item 6.

10.2.11.4 Column d. - Accrued Expenditures Plus Open Commitments Total. For contract work authorized, enter the total of (a) the cumulative accrued expenditures incurred through the end of the reporting period, and (b) the open commitments on the "as of" date of the report. Enter the total applicable to funds for the fiscal year(s) covered by this report as shown in Item 3.

10.2.11.4.1 Separation of Open Commitments and Accrued Expenditures. On selected contracts, the separation of open commitments and accrued expenditures by line item or WBS element may be a negotiated requirement in the contract. Utilization of this provision should be held to the minimum essential to support information needs of the procuring agency. In the event this separation of data is not available in the contractor's accounting system or cannot be derived without significant effort, provision should be made to permit use of estimates. The procedures used by the contractor in developing estimates shall be explained in the Remarks section of the report.

10.2.11.4.2 Notice of Termination. When a Notice of Termination has been issued, potential termination liability costs will be entered in this column. They will be identified to the extent possible with the source of liability (prime or subcontract).

10.2.11.5 Column e. - Contract Work Authorized - Definitized. For the fiscal year(s) shown in Item 3, enter the estimated price for the authorized work on which contractual agreement has been reached, including profit/fee, incentive and cost sharing associated with projected over/underruns. Amounts for contract changes will not be included in this item unless they have been priced and incorporated in the contract through a supplemental agreement.

10.2.11.6 Column f. - Contract Work Authorized - Not Definitized. Enter the contractor's estimate of the funds requirements for performing required work (e.g., additional agreements or changes) for which firm contract prices have not yet been agreed to in writing by the parties to the contract. Report values only for items for which written orders have been received. For incentive type contracts, show total cost to the Government (recognizing contractor participation). Enter in the Remarks section a brief but complete explanation of the reason for the change in funds.

10.2.11.7 Column g. - Subtotal. Enter the total estimated price for all work authorized on the contract (Column e. plus Column f.).

10.2.11.8 Column h. - Forecast - Not Yet Authorized. Enter an estimate of funds requirements, including the estimated amount for fee or profit, for changes proposed by the Government or by the contractor, but not yet directed by the contracting officer. In the Remarks section state each change document number and estimated value of each change.

10.2.11.9 Column i. - Forecast - All Other Work. Enter an estimate of funds requirements for additional work anticipated to be performed (not included in a firm proposal) which the contractor, based on his knowledge and experience, expects to submit to the Government within a reasonable period of time.

10.2.11.10 Column j. - Subtotal. Enter an estimate of total requirements for forecast funding (the sum of Column h. plus Column i.). Specific guidelines on what the contractor may include in the funding forecast section may be made a part of the contract.

10.2.11.11 Column k. - Total Requirements. Enter an estimate of total funds requirements for contract work authorized and forecast (the sum of Column g. plus Column j.).

10.2.11.12 Column l. - Funds Carryover. For incrementally funded contracts only, report the amount by which the prior federal fiscal year funding was in excess of the prior year's requirement. If there is no carryover, report zero. Specific instructions for the use of this item may be made a part of the contract.

10.2.11.13 Column m. - Net Funds Required. Enter an estimate of net funds required, subtracting funds carryover in Column l. from total requirements in Column k.

10.2.11.14 Column Totals. Totals should be provided for Columns c. through m. for all line items or WBS elements reported.

10.2.12 Item 12 - Contract Work Authorized (With Fee/Profit) - Actual Or Projected. Data entries will be as follows: In the first column, actuals cumulative to date; in all other columns except the last, projected cumulative amounts from the start of the contract to the end of the period indicated in the column heading; in the last column, the projected cumulative amounts from the start to the end of the contract or fiscal year being reported. When the contractor has developed a range of estimates at completion, the most likely estimate shall be used to develop the projected cumulative data in this item.

10.2.12.1 Column Headings. Columns 2 through 9 will be headed to indicate periods covering the life of the contract or fiscal year being reported and may be headed to show months, quarters, half years and/or fiscal years as prescribed by the procuring agency.

10.2.12.2 Data Composition. Projected data should include all planned obligations, anticipated accruals, anticipated over/under targets (total cost to the Government recognizing contractor participation), G&A, and fee/profit. For award fee contracts, the fee actually awarded will be included in Column 1, Actual to Date. The contractor shall describe in the Remarks section the amount, by period, and rationale for any award fee projections included in Columns 2 through 10.

10.2.12.3 Item 12.a. - Open Commitments. In the first column enter commitments open as of the date of the report. In subsequent columns enter the commitments projected to be open as of the end of each period indicated by the column headings. The amount entered will be the projected cumulative commitments less the planned cumulative expenditures as of the end of time period indicated. At the end of the contract, the amount will be zero.

10.2.12.4 Item 12.b. - Accrued Expenditures. In the first column enter actuals to date. In subsequent columns enter the projected cumulative accrued expenditures as of the end of each period indicated by the column headings.

10.2.12.5 Item 12.c. - Total (12.a. and 12.b.). In the columns provided, enter the total contract work authorized - actuals to date (Column 1) or projected (Columns 2 through 10). This total is the sum of open commitments and accrued expenditures projected through the periods indicated by the column headings. Significant changes in the amount or timephasing of this item shall be explained in the Remarks section.

10.2.13 Item 13 - Forecast Of Billings To The Government. In the first column enter the cumulative amount received from the Government plus any unpaid billings to the Government through the current report date, including amounts applicable to progress or advance payments. In succeeding columns enter the amount expected to be billed to the Government during each period reported (assuming the contract will continue to completion). Amounts will not be cumulative.

10.2.14 Item 14 - Estimated Termination Costs. In the columns provided, enter the estimated costs that would be necessary to liquidate all government



obligations if the contract were to be terminated in that period. These entries are the amounts required in addition to the amounts shown in Item 12. Applicable fee/profit should be included. These entries may consist of "rough order of magnitude" estimates and will not be construed as providing formal notification having contractual significance. This estimate will be used to assist the Government in budgeting for the potential incurrence of such cost. On contracts with Limitation of Funds/Obligation clauses, where termination costs are included as part of the funding information in Block 11, enter the amounts required for termination reserve on this line.

### 10.3 Remarks Section.

10.3.1 General. This section shall contain any additional information or remarks which support or explain data submitted in this report. At a minimum, the contractor shall present the following information: (a) explanations of funds changes (refer to paragraphs 10.2.11.6, 10.2.11.8 and 10.3.2); (b) procedures used to develop estimates of open commitments and accrued expenditures (refer to paragraph 10.2.11.4.1); (c) the amount and rationale for any award fee projections included in Item 12 (refer to paragraph 10.2.12.2); (d) explanations of significant changes in the amount or timephasing of actual or projected total contract work authorized (refer to paragraph 10.2.12.5); and (e) any other information deemed significant or noteworthy. The contractor also shall provide a projected contract completion date that supports the funding projections in Item 12.

10.3.2 Changes. The Remarks section shall contain information regarding changes, as indicated below. A change in a line item shall be reported when the dollar amount reported in Item 11, Column k. of this submission differs from that reported in the preceding submission. The movement of dollar amounts from one column to another (Item 11, Columns e. through j.), indicating a change in the firmness of funds requirements, need not be reported in this section. Change reporting shall include the following:

10.3.2.1 The location of the changed entry (page, line, and column);

10.3.2.2 The dollar amount of the change; and

10.3.2.3 A narrative explanation of the cause of each change.

CLASSIFICATION

CONTRACT FUNDS STATUS REPORT (Dollars in )

1. CONTRACT NUMBER		2. CONTRACT FUNDING FOR		5. PREVIOUS REPORT DATE		7. CONTRACTOR (Name, address and zip code)		9. INITIAL CONTRACT PRICE				
		FOR FY						a. TARGET				
								b. CEILING				
2. CONTRACT TYPE		4. APPROPRIATION		6. CURRENT REPORT DATE		8. PROGRAM		10. ADJUSTED CONTRACT PRICE				
								a. TARGET				
								b. CEILING				
11. FUNDING INFORMATION												
LINE ITEM/MS ELEMENT	APPROPRIATION IDENTIFICATION	FUNDING AUTHORIZED TO DATE	ACCUMULATED EXPENDITURES OPEN COMMITMENTS TOTAL	CONTRACT WORK AUTHORIZED			FORECAST			TOTAL REQUIREMENTS	FUNDS CARRY-OVER	NET FUNDS REQUIRED
				DEFINITIZED	NOT DEFINITIZED	SUBTOTAL	NOT YET AUTHORIZED	ALL OTHER WORK	SUBTOTAL			
12. CONTRACT WORK AUTHORIZED (With Fee/Profit) - ACTUAL OR PROJECTED												
ACTUAL TO DATE												AT COMPLETION
a. OPEN COMMITMENTS												
b. ACCRUED EXPENDITURES												
c. TOTAL (12a + 12b)												
13. FORECAST OF BILLINGS TO THE GOVERNMENT												
14. ESTIMATED TERMINATION COSTS												
15. REMARKS												

# CONTRACT DATA REQUIREMENTS LIST

(1 Data Item)

Form Approved  
OMB No. 0704-0188

The public reporting burden for this collection of information is estimated to average 110 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to Department of Defense, Washington Headquarters Service, Directorate for Information Operations and Reports (0701-0188), 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA 22202-4302. Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number. Please DO NOT RETURN your form to the above address. Send completed form to the Government Issuing Contracting Officer for the Contract/PR No. listed in Block E.

<b>A. CONTRACT LINE ITEM NO.</b>	<b>B. EXHIBIT</b>	<b>C. CATEGORY:</b> TDP _____ TM _____ OTHER <input checked="" type="checkbox"/> X
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<b>D. SYSTEM/ITEM</b> Hill AFB A-76 BOS Study	<b>E. CONTRACT/PR NO.</b>	<b>F. CONTRACTOR</b>
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<b>1. DATA ITEM NO.</b> A006	<b>2. TITLE OF DATA ITEM</b> Unit Weekly Transaction Register	<b>3. SUBTITLE</b>
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<b>4. AUTHORITY (Data Acquisition Document No.)</b> AFCMS 36-699 Vol 6	<b>5. CONTRACT REFERENCE</b> C5.1.2.1.4	<b>6. REQUIRING OFFICE</b> 75 MSS/DPM
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<b>7. DB 260 REQ</b> LT	<b>8. DIST STATEMENT REQUIRED</b>	<b>10. FREQUENCY</b> Weekly	<b>12. DATE OF FIRST SUBMISSION</b>	<b>14. DISTRIBUTION</b>												
<b>9. APP CODE</b>		<b>11. AS OF DATE</b> Award	<b>13. DATE OF SUBSEQUENT SUBMISSION</b>	<table border="1"> <tr> <th>a. ADDRESSEE</th> <th colspan="2">b. COPIES</th> </tr> <tr> <td></td> <td>Draft</td> <td>Final</td> </tr> <tr> <td></td> <td></td> <td>Reg</td> </tr> <tr> <td></td> <td></td> <td>Repro</td> </tr> </table>	a. ADDRESSEE	b. COPIES			Draft	Final			Reg			Repro
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	Draft	Final														
		Reg														
		Repro														

<b>16. REMARKS</b> 2. Report to include all daily actions to determine discrepancies, IAW with Regulation in Block 4. Units include 34TH FIGHTER SQ 388 RANGE SQ 388 LOGISTICS SUPPT SQ 388 MAINTENANCE SQ 388 OPERATIONS SUPPT SQ 4TH FIGHTER SQ 421ST FIGHTER SQ 729TH AIR CONTRL SQ 84TH RADES ODGEN ALC CE AF TECH APPLN CTR 367TH TRAINING SUPPT SQ 368TH USAF RECRUITING SQ 372ND USAF RECRUITING GP DET 13 OL A, DET 855 DET 860 AF TECH APPLN CTR AFROTC NW 372 TRNG SQ AF RESEARCH LAB 649TH COMBAT LOG SUPPT SQ 75TH LOGISTICS GP 649TH MUNITIONS SQ 75TH TRANSPORTATION SQ 75TH CIVIL ENG GP 75TH CIVIL ENG SQ 775 CIVIL ENG SQ 75TH MEDICAL GP 75TH MEDICAL SUPPT SQ 75TH MEDICAL OPS SQ 75TH DENTAL SQ 75TH AEROSPACE MED SQ 75TH OPERATIONS SUPPT SQ 75TH RANGE SQ 75TH SECURITY FORCES 75TH MISSION SUPT SQ 75TH COMMUNICATIONS SQ	75 MSS/DPM		1	
	75 MSS/DPMP		1	
	75 MSS/DPMA		1	
	All Unit CCs		1	
<b>15. TOTAL</b>			4	

<b>G. PREPARED BY</b>	<b>H. DATE</b>	<b>I. APPROVED BY</b>	<b>J. DATE</b>
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<b>17. PRICE GROUP</b>
<b>18. ESTIMATED TOTAL PRICE</b>

# CONTRACT DATA REQUIREMENTS LIST

(2 Data Items)

Form Approved  
OMB No. 0704-0188

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<b>A. CONTRACT LINE ITEM NO.</b>	<b>B. EXHIBIT</b>	<b>C. CATEGORY:</b> TDP _____ TM _____ OTHER <b>X</b>
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<b>D. SYSTEM/ITEM</b> Hill A-76 BOS Study	<b>E. CONTRACT/PR NO.</b>	<b>F. CONTRACTOR</b>
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<b>1. DATA ITEM NO.</b> A007	<b>2. TITLE OF DATA ITEM</b> Environmental Meeting Minutes	<b>3. SUBTITLE</b>
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<b>4. AUTHORITY (Data Acquisition Document No.)</b> Local Policy	<b>5. CONTRACT REFERENCE</b> C5.3.2.1.1	<b>6. REQUIREMENT OFFICE</b> EM
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<b>7. DD 250 REQ</b>	<b>8. DIST STATEMENT REQUIRED</b>	<b>10. FREQUENCY</b> As Required	<b>12. DATE OF FIRST SUBMISSION</b>	<b>14. DISTRIBUTION</b>
<b>9. APP CODE</b>	<b>11. AS OF DATE</b> Award	<b>13. DATE OF SUBSEQUENT SUBMISSION</b>		

<b>15. REMARKS</b> 4. Contractor format acceptable. Prepare minutes of meetings for which EM is OPR ( examples include: EPC and EMB)	<b>EM /FAS</b>	5	5	5
	<b>QAE</b>	1	1	1
<b>15. TOTAL</b>		6	6	6

<b>1. DATA ITEM NO.</b> A008	<b>2. TITLE OF DATA ITEM</b> Deputy Undersecretary of Defense (Environmental Security) (DUSD(ES))	<b>3. SUBTITLE</b>
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<b>4. AUTHORITY (Data Acquisition Document No.)</b> DUSD(ES) Policy	<b>5. CONTRACT REFERENCE</b> C5.3.2.1.1	<b>6. REQUIREMENT OFFICE</b> EM
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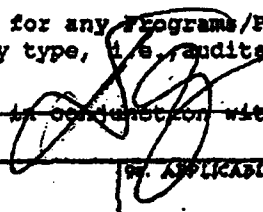
<b>7. DD 250 REQ</b>	<b>8. DIST STATEMENT REQUIRED</b>	<b>10. FREQUENCY</b> Quarterly	<b>12. DATE OF FIRST SUBMISSION</b>	<b>14. DISTRIBUTION</b>
<b>9. APP CODE</b>	<b>11. AS OF DATE</b> Award	<b>13. DATE OF SUBSEQUENT SUBMISSION</b>		

<b>15. REMARKS</b> 4. Gather data from program managers to prepare DUSD(ES) Report	<b>EM/FAS</b>	5	5	5
	<b>QAS</b>	1	1	1
<b>15. TOTAL</b>		6	6	6

<b>G. PREPARED BY</b>	<b>H. DATE</b>	<b>I. APPROVED BY</b>	<b>J. DATE</b>
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<b>17. PRICE GROUP</b>
<b>18. ESTIMATED TOTAL PRICE</b>

<b>17. PRICE GROUP</b>
<b>18. ESTIMATED TOTAL PRICE</b>

<b>DATA ITEM DESCRIPTION</b>			Form Approved OMB No. 0704-0166	
Public reporting burden for this collection of information is estimated to average 110 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to Washington Headquarters Service, Directorate for Information Operations and Reports, 1215 Jefferson Davis Hwy., Suite 1204, Arlington, VA 22202-4302, and to the Office of Management and Budget, Paperwork Reduction Project (0704-0166), Washington, DC 20503.				
1. TITLE  REPORT, RECORD OF MEETING/MINUTES.		2. IDENTIFICATION NUMBER  DI-ADMIN-81505		
3. DESCRIPTION/PURPOSE  The report is a record of the proceedings of any specified meeting. The Meeting Minutes will be used by appropriate government and contractor personnel as a record of the deliberations and actions resulting from meetings related to performance of work under a contract.				
4. APPROVAL DATE (YYYYMMDD) 951120	5. OFFICE OF PRIMARY RESPONSIBILITY (OPR)	6a. DTIC APPLICABLE	6b. OIDS APPLICABLE	
7. APPLICATION/INTERRELATIONSHIP  7.1 This Data Item Description (DID) contains the format and content preparation instructions for the data product generated by the specific and discrete task requirement as delineated in the contract.  7.2 This data item can be used for any Programs/Projects requiring formal documentation of meetings of any type, i.e., audits, design reviews, etc.  <del>7.3 This data item may be used in conjunction with "Agenda, Conference".</del> (Continued on Page 2) <div style="position: absolute; top: 450px; left: 350px; font-size: 2em; opacity: 0.5;">  </div>				
8. APPROVAL LIMITATION		9a. APPLICABLE FORMS		9b. AMSC NUMBER  N7175
10. PREPARATION INSTRUCTIONS  10.1 <u>Format</u> . The report shall be presented in contractor's format.  10.2 <u>Content</u> . The report shall contain a title page which specifies the following:  <div style="margin-left: 40px;"> a. Date of report/meeting.  b. Title - Type of meeting (study contract, audit, design review, etc.).  c. Title of Program/Project.  d. System/equipment identification and number.  e. Contract number and/or procurement request number.  f. Signature(s) - contractor (supporting activity) Project Manager or designated representative. </div> 10.2.1 The report/minutes shall include, the following sections: 10.2.1.1 An introduction which shall include: (Continued on Page 2)				
11. DISTRIBUTION STATEMENT  Distribution Statement A. Approved for public release; distribution is unlimited.				

Block 10, Preparation Instructions (Continued)

10.3.3 Recommendations. A list of both the Project/Program Manager's and the contractor's recommendations.

10.3.4 Action. A brief statement of agreements reached, action(s) required by the Program/Project Manager or the contractor, identity of the personnel or activity assigned responsibility for taking and/or coordinating required actions, contractual action, it required, and all key dates.

10.4 Media Requirements. Unless otherwise stated on the Contract Data Requirements List (DD Form 1423); the report/minutes shall be typewritten on 8" X 10 1/2" white paper. Charts, graphs, drawings, lists, sketches-may be included, if necessary, to support or clarify the text of the report/minutes. Oversize material shall be one-way foldouts. All material presented shall be sufficiently clear and sharp for further reproduction if required. All pages and supporting material shall be securely bound together.

**(2 Data Items)**

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<b>G. PREPARED BY</b>	<b>H. DATE</b>	<b>I. APPROVED BY</b>	<b>J. DATE</b>

**17. PRICE GROUP**

<b>DATA ITEM DESCRIPTION</b>			Form Approved OASD No. 0704-0108	
2. TITLE  <b>ENVIRONMENTAL COMPLIANCE ASSESSMENT AND MANAGEMENT PROGRAM (ECAMP) ACTION PLAN REPORT</b>		1. IDENTIFICATION NUMBER  <b>DI-MGMT-80898</b>		
3. DESCRIPTION/PURPOSE  3.1 Identifies the specific corrective actions being taken by the contractor to resolve environmental deficiencies. It is used by the government to determine if environmental deficiencies are being corrected.				
4. APPROVAL DATE (YYMMDD) <b>890907</b>	5. OFFICE OF PRIMARY RESPONSIBILITY (OPR)	6a. DTIC REQUIRED	6b. GIDEP REQUIRED	
7. APPLICATION/INTERRELATIONSHIP  7.1 This data item description (DID) contains the format and content preparation instructions for the data product generated by the specific and discrete task requirement as delineated in the contract.  7.2 Applicable to Operations and Maintenance contracts that manage environmental protection programs.				
8. APPROVAL LIMITATION		9a. APPLICABLE FORMS	9b. ANISC NUMBER  <b>F4812</b>	
10. PREPARATION INSTRUCTIONS 10.1 <u>Format</u> . The report will be in contractor format.  10.2 <u>Content</u> . The report contains the data shown below:  10.2.1 <u>Unresolved Deficiency</u> <ul style="list-style-type: none"> <li>a. Deficiency Number</li> <li>b. Date Deficiency Identified</li> <li>c. Date of Preliminary Environmental Findings Report</li> <li>d. Date of Candidate Findings Report</li> <li>e. Proposed Solution</li> <li>f. Current Status</li> <li>g. Project Schedule</li> <li>h. Projected Completion Date</li> <li>i. Remarks</li> </ul> 10.2.2 <u>Resolved Deficiency</u> <ul style="list-style-type: none"> <li>a. Deficiency Number and Name</li> <li>b. Compliance Protocol</li> <li>c. Date of Preliminary Environmental Findings Report</li> <li>d. Corrective Action Taken</li> <li>e. Reference Letter</li> <li>f. Date of Field Verification</li> <li>g. Remarks</li> </ul>				
11. DISTRIBUTION STATEMENT  DISTRIBUTION Statement A: Approved for public release; distribution is unlimited.				



**(2 Data Items)**

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<p><b>17. PRICE GROUP</b></p>
<p><b>18. ESTIMATED TOTAL PRICE</b></p>

17. PRICE GROUP
18. ESTIMATED TOTAL PRICE

# CONTRACT DATA REQUIREMENTS LIST

(2 Data Items)

Form Approved  
OMB No. 0704-0188

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A. CONTRACT LINE ITEM NO.	B. EXHIBIT A	C. CATEGORY: TDP _____ TM _____ OTHER <b>X</b>
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D. SYSTEM/ITEM Hill AFB Bos	E. CONTRACT/PR NO.	F. CONTRACTOR
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1. DATA ITEM NO. A013	2. TITLE OF DATA ITEM Hazardous Waste Management Plan (HWMP)	3. SUBTITLE
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4. AUTHORITY (Data Acquisition Document No.) AFI 32-7042, AFMC Supplement AFI 32-7043	5. CONTRACT REFERENCE C5.3.5.3.1.1	6. REQUIRING OFFICE EM
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7. DD 250 REQ LT	8. DIST STATEMENT REQUIRED N/A	10. FREQUENCY Annually	12. DATE OF FIRST SUBMISSION	14. DISTRIBUTION
9. APP CODE	11. AS OF DATE Award	13. DATE OF SUBSEQUENT SUBMISSION	a. ADDRESSEE	b. COPIES Draft Final Reg Repro

16. REMARKS 4. Maintain, implement, and annually update the existing HWMP. It is a one-document tool that includes all the regulations and laws that apply. The approved plan must be reviewed and updated annually.	EM/FAS	5	
	QAE	1	
	15. TOTAL	6	

1. DATA ITEM NO. A014	2. TITLE OF DATA ITEM Integrated Spill Prevention Control and Countermeasures Plan (ISPPC)	3. SUBTITLE
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4. AUTHORITY (Data Acquisition Document No.) Local Authority	5. CONTRACT REFERENCE C5.3.5.7.1.1	6. REQUIRING OFFICE EM
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7. DD 250 REQ LT	8. DIST STATEMENT REQUIRED N/A	10. FREQUENCY Annual/Triennial Update	12. DATE OF FIRST SUBMISSION	14. DISTRIBUTION
9. APP CODE	11. AS OF DATE Award	13. DATE OF SUBSEQUENT SUBMISSION	a. ADDRESSEE	b. COPIES Draft Final Reg Repro

16. REMARKS 4. Contractor format acceptable. Manage and update every three years the ISPPC. Provide program budget for HAZMAT Response Planning. Maintaining data base (i.e. materials used, materials stored, site manager, available spill response materials, etc.) Assist organizations in preparing site specific contingency plans.	EM/FAS	5	
	QAE	1	
	15. TOTAL	6	

G. PREPARED BY	H. DATE	I. APPROVED BY	J. DATE
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17. PRICE GROUP
18. ESTIMATED TOTAL PRICE

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# CONTRACT DATA REQUIREMENTS LIST

(2 Data Items)

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OMB No. 0704-0188

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A. CONTRACT LINE ITEM NO.	B. EXHIBIT A	C. CATEGORY: TDP _____ TM _____ OTHER <b>X</b>
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D. SYSTEM/ITEM Hill AFB BOS Study	E. CONTRACT/PR NO.	F. CONTRACTOR
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1. DATA ITEM NO. A015	2. TITLE OF DATA ITEM Environmental Emergency Planning Community Right to Know Act/Toxic Release Inventory	3. SUBTITLE Form R TRI/ECPRA Reporting
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4. AUTHORITY (Data Acquisition Document No.) SARA Title 2, Tier 2 Report & EO 12856	5. CONTRACT REFERENCE C5.3.5.7.1.1	6. REQUIRING OFFICE EM
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7. DD 260 REQ LT	9. DIST STATEMENT REQUIRED N/A	10. FREQUENCY As needed Annual	12. DATE OF FIRST SUBMISSION	14. DISTRIBUTION
8. APP CODE	11. AS OF DATE Award	13. DATE OF SUBSEQUENT SUBMISSION	a. ADDRESSEE	b. COPIES Draft Final Reg Repr

16. REMARKS 4. Format IAW AFI listed in Block 4. Report chemicals IAW SARA Title 2, conduct annual Tier 2 report and EO 12856 and execute requirements of SARA Title III with respect to chemical reporting as needed or at least on an annual basis as required for all TRI-listed chemicals.	15. TOTAL 6
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1. DATA ITEM NO. A016	2. TITLE OF DATA ITEM Environmental Emergency Planning Community Right to Know Act/Toxic Release Inventory (UTTR)	3. SUBTITLE Form R TRI/EPCRA Reporting
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4. AUTHORITY (Data Acquisition Document No.) SARA Title 2, Tier 2 Report & EO 12856	5. CONTRACT REFERENCE C5.3.5.7.1.1	6. REQUIRING OFFICE EM
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7. DD 260 REQ LT	9. DIST STATEMENT REQUIRED N/A	10. FREQUENCY As needed Annual	12. DATE OF FIRST SUBMISSION	14. DISTRIBUTION
8. APP CODE	11. AS OF DATE Award	13. DATE OF SUBSEQUENT SUBMISSION	a. ADDRESSEE	b. COPIES Draft Final Reg Repr

16. REMARKS 4. Format IAW AFI listed in Block 4. Report chemicals IAW SARA Title 2, conduct annual Tier 2 report and EO 12856 and execute requirements of SARA Title III with respect to chemical reporting as needed or at least on an annual basis as required for all TRI-listed chemicals.	15. TOTAL 6
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G. PREPARED BY	H. DATE	I. APPROVED BY	J. DATE
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17. PRICE GROUP
18. ESTIMATED TOTAL PRICE

17. PRICE GROUP
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# CONTRACT DATA REQUIREMENTS LIST

(2 Data Items)

Form Approved  
OMB No. 0704-0188

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<b>A. CONTRACT LINE ITEM NO.</b>	<b>B. EXHIBIT</b> A	<b>C. CATEGORY:</b> TDP _____ TM _____ OTHER <u>X</u>
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<b>D. SYSTEM/ITEM</b> Hill AFB BOS Study	<b>E. CONTRACT/PR NO.</b>	<b>F. CONTRACTOR</b>
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<b>1. DATA ITEM NO.</b> A017	<b>2. TITLE OF DATA ITEM</b> AFMC Top Chemical Usage Report	<b>3. SUBTITLE</b>
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<b>4. AUTHORITY (Data Acquisition Document No.)</b> AFMC Policy Guidance	<b>5. CONTRACT REFERENCE</b> C5.3.5.7.2.13	<b>6. REQUIRING OFFICE</b> EM
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<b>7. DD 250 REQ</b> LT	<b>8. DUTY STATEMENT REQUIRED</b>	<b>10. FREQUENCY</b> Quarterly	<b>12. DATE OF FIRST SUBMISSION</b>	<b>14. DISTRIBUTION</b>
<b>9. APP CODE</b>	N/A	<b>11. AS OF DATE</b>	<b>13. DATE OF SUBSEQUENT SUBMISSION</b>	

<b>15. REMARKS</b> 4. Format IAW AFI stated in Block 4. Determine and prepare AFMC Top chemical usage and reduction for HQ quarterly report (due 20th of the month following the quarter) and for the EPC.	<b>EM/FAS</b>		<b>5</b>
	<b>QAE</b>		<b>1</b>
	<b>15. TOTAL</b>		

<b>1. DATA ITEM NO.</b> A018	<b>2. TITLE OF DATA ITEM</b> Solid Waste Disposal Report	<b>3. SUBTITLE</b>
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<b>4. AUTHORITY (Data Acquisition Document No.)</b> AFI 32-7042	<b>5. CONTRACT REFERENCE</b> C5.3.6.1	<b>6. REQUIRING OFFICE</b> EM
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<b>7. DD 250 REQ</b> LT	<b>8. DUTY STATEMENT REQUIRED</b>	<b>10. FREQUENCY</b> Monthly	<b>12. DATE OF FIRST SUBMISSION</b>	<b>14. DISTRIBUTION</b>
<b>9. APP CODE</b>	N/A	<b>11. AS OF DATE</b>	<b>13. DATE OF SUBSEQUENT SUBMISSION</b>	

<b>15. REMARKS</b> 4. Format IAW AFI listed in Block 4. Report monthly municipal solid waste disposal, construction debris, composting, and recycling quantities to installation and HQ AFMC personnel as required.	<b>EM/FAS</b>		<b>5</b>
	<b>QAE</b>		<b>1</b>
	<b>15. TOTAL</b>		

<b>G. PREPARED BY</b>	<b>H. DATE</b>	<b>I. APPROVED BY</b>	<b>J. DATE</b>
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<b>17. PRICE GROUP</b>
<b>18. ESTIMATED TOTAL PRICE</b>

<b>17. PRICE GROUP</b>
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<b>A. CONTRACT LINE ITEM NO.</b>		<b>B. EXHIBIT</b> A		<b>C. CATEGORY:</b> TDP _____ TM _____ OTHER <b>X</b>	
<b>D. SYSTEM/ITEM</b> Hill AFB BOS Study		<b>E. CONTRACT/PR NO.</b>		<b>F. CONTRACTOR</b>	
<b>1. DATA ITEM NO.</b> A019	<b>2. TITLE OF DATA ITEM</b> Solid Waste Reduction			<b>3. SUBTITLE</b>	
<b>4. AUTHORITY (Data Acquisition Document No.)</b> AFI 32-7080		<b>5. CONTRACT REFERENCE</b> C5.3.6.3		<b>6. REQUIRING OFFICE</b> EM	
<b>7. DD 250 REQ</b> LT	<b>8. DIST STATEMENT REQUIRED</b>	<b>10. FREQUENCY</b> Monthly	<b>12. DATE OF FIRST SUBMISSION</b>	<b>14. DISTRIBUTION</b>	
<b>9. APP CODE</b>		<b>11. AS OF DATE</b> Award	<b>13. DATE OF SUBSEQUENT SUBMISSION</b>	<b>a. ADDRESSEE</b>	<b>b. COPIES</b>
<b>15. REMARKS</b> <b>4. Format IAW Block 4.</b>  Report monthly municipal solid waste disposal, construction debris, composting and recycling quantities to installation as required. Prepare briefing charts and background papers for status of the solid waste reduction program as required for quarterly EPC and as requested.					
				EM/FAS	
				QAE	
				<b>15. TOTAL</b> →	

<b>1. DATA ITEM NO.</b> A020	<b>2. TITLE OF DATA ITEM</b> Pollution Prevention (p2) Management Action Plan			<b>3. SUBTITLE</b>	
<b>4. AUTHORITY (Data Acquisition Document No.)</b> Headquarters Policy		<b>5. CONTRACT REFERENCE</b> C5.3.6.5.11		<b>6. REQUIRING OFFICE</b>	
<b>7. DD 250 REQ</b> LT	<b>8. DIST STATEMENT REQUIRED</b>	<b>10. FREQUENCY</b> Annual (internal) Triennial (external)	<b>12. DATE OF FIRST SUBMISSION</b>	<b>14. DISTRIBUTION</b>	
<b>9. APP CODE</b>		<b>11. AS OF DATE</b> Award	<b>13. DATE OF SUBSEQUENT SUBMISSION</b>	<b>a. ADDRESSEE</b>	<b>b. COPIES</b>
<b>15. REMARKS</b> <b>4. Format IAW block 4.</b>  Update plan every three years, incorporating Opportunity Assessment result and roadmap changes. Update the plan every year in-house.					
				EM/FAS	
				QAE	
				<b>15. TOTAL</b> →	

<b>G. PREPARED BY</b>		<b>H. DATE</b>	<b>I. APPROVED BY</b>		<b>J. DATE</b>

<b>17. PRICE GROUP</b>
<b>18. ESTIMATED TOTAL PRICE</b>

<b>17. PRICE GROUP</b>
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# CONTRACT DATA REQUIREMENTS LIST

(2 Data Items)

Form Approved  
OMB No. 0704-0188

The public reporting burden for this collection of information is estimated to average 220 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to Department of Defense, Washington Headquarters Services, Directorate for Information Operations and Reports (0704-0188), 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA 22202-4302. Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number. Please DO NOT RETURN your form to the above address. Send completed form to the Government leading Contracting Officer for the Contract/PR No. listed in Block E.

A. CONTRACT LINE ITEM NO.	B. EXHIBIT A	C. CATEGORY: TDP _____ TM _____ OTHER <b>X</b>
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D. SYSTEM/ITEM Hill AFB BOS Study	E. CONTRACT/PR NO.	F. CONTRACTOR
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1. DATA ITEM NO. A021	2. TITLE OF DATA ITEM Bird Aircraft Strike Hazard	3. SUBTITLE
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4. AUTHORITY (Data Acquisition Document No.) AFI 32-7064	5. CONTRACT REFERENCE 5.3.7.2.22	6. REQUIREMENT OFFICE EM
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7. DD 250 REQ LT	8. DIST STATEMENT REQUIRED N/A	10. FREQUENCY Annual	12. DATE OF FIRST SUBMISSION	14. DISTRIBUTION									
9. APP CODE	11. AS OF DATE Award	13. DATE OF SUBSEQUENT SUBMISSION	<table border="1"> <tr> <th>a. ADDRESSEE</th> <th colspan="2">b. COPIES</th> </tr> <tr> <td></td> <td>Draft</td> <td>Final</td> </tr> <tr> <td></td> <td>Reg</td> <td>Repro</td> </tr> </table>		a. ADDRESSEE	b. COPIES			Draft	Final		Reg	Repro
a. ADDRESSEE	b. COPIES												
	Draft	Final											
	Reg	Repro											

<b>15. REMARKS</b> Ensure compliance with applicable law and prevent and report violations of existing local ordinances, state laws, the Endangered Species Act and the Migratory Bird Act. Conduct annual on-site assessment evaluations every 3 years review for birds, habitat, etc. associated with the HILL AFB runway, take off and landing zones and make recommendations for habitat modifications to deter species that may cause damage or accident to aircraft.	EM/FAS		5	
	QAE		1	
	<b>15. TOTAL</b>			6

1. DATA ITEM NO. A022	2. TITLE OF DATA ITEM Cultural Resources Management Plan (CRMP)	3. SUBTITLE
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4. AUTHORITY (Data Acquisition Document No.) AFI 32-7065 Section 2.2 & Atch 3 MAJCOM	5. CONTRACT REFERENCE C5.3.7.3.1	6. REQUIREMENT OFFICE EM
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7. DD 250 REQ LT	8. DIST STATEMENT REQUIRED N/A	10. FREQUENCY Annual	12. DATE OF FIRST SUBMISSION	14. DISTRIBUTION									
9. APP CODE	11. AS OF DATE Award	13. DATE OF SUBSEQUENT SUBMISSION	<table border="1"> <tr> <th>a. ADDRESSEE</th> <th colspan="2">b. COPIES</th> </tr> <tr> <td></td> <td>Draft</td> <td>Final</td> </tr> <tr> <td></td> <td>Reg</td> <td>Repro</td> </tr> </table>		a. ADDRESSEE	b. COPIES			Draft	Final		Reg	Repro
a. ADDRESSEE	b. COPIES												
	Draft	Final											
	Reg	Repro											

<b>15. REMARKS</b> 4. Format IAW block 4. Prepare and maintain basewide approved CRMP and MAJCOM guidance. This shall include regular updates to the plan, as prescribed in Block 4. The CRMP shall include cultural resource inventories, evaluations, and management recommendations for conduction Section 110 and Section 106 analyses report.	EM/FAS		5	
	QAE		1	
	<b>15. TOTAL</b>			6

G. PREPARED BY	H. DATE	I. APPROVED BY	J. DATE
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17. PRICE GROUP
18. ESTIMATED TOTAL PRICE

17. PRICE GROUP
18. ESTIMATED TOTAL PRICE

# CONTRACT DATA REQUIREMENTS LIST

(1 Data Item)

Form Approved

OMB No. 0704-0188

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<b>A. CONTRACT LINE ITEM NO.</b>	<b>B. EXHIBIT</b> A	<b>C. CATEGORY:</b> TDP _____ TM _____ OTHER <input checked="" type="checkbox"/> X
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<b>D. SYSTEM/ITEM</b> Hill AFB A-76 BOS Study	<b>E. CONTRACT/PR NO.</b>	<b>F. CONTRACTOR</b>
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<b>1. DATA ITEM NO.</b> A023	<b>2. TITLE OF DATA ITEM</b> Quality Performance Indicators	<b>3. SUBTITLE</b>
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<b>4. AUTHORITY (Data Acquisition Document No.)</b>	<b>5. CONTRACT REFERENCE</b> 5.4.1 All Core Service Areas	<b>6. REQUIRING OFFICE</b> 75CS
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<b>7. DD 250 REQ</b> LT	<b>8. DIST STATEMENT REQUIRED</b> N/A	<b>10. FREQUENCY</b> Monthly	<b>12. DATE OF FIRST SUBMISSION</b> 40 DAC	<b>14. DISTRIBUTION</b>
<b>9. APP CODE</b>	<b>11. AS OF DATE</b> Award	<b>13. DATE OF SUBSEQUENT SUBMISSION</b> 10 DARP	<b>a. ADDRESSEE</b>	<b>b. COPIES</b> Draft Final Reg Repro

<b>16. REMARKS</b> Contractor format is acceptable Provide metrics data for required QPIs as defined by HQ AFMC and 75 ABW.	<b>75CS/CC</b>		1		
	<b>15. TOTAL</b> →			1	

<b>G. PREPARED BY</b>	<b>H. DATE</b>	<b>I. APPROVED BY</b>	<b>J. DATE</b>
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<b>17. PRICE GROUP</b> I
<b>18. ESTIMATED TOTAL PRICE</b>

# CONTRACT DATA REQUIREMENTS LIST

(1 Data Item)

Form Approved  
OMB No. 0704-0188

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<b>A. CONTRACT LINE ITEM NO.</b>	<b>B. EXHIBIT</b> A	<b>C. CATEGORY:</b> TDP _____ TM _____ OTHER <b>X</b>
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<b>D. SYSTEM/ITEM</b> Hill AFB A-76 BOS Study	<b>E. CONTRACT/PR NO.</b>	<b>F. CONTRACTOR</b>
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<b>1. DATA ITEM NO.</b> A024	<b>2. TITLE OF DATA ITEM</b> Weekly Activity Report	<b>3. SUBTITLE</b>
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<b>4. AUTHORITY (Data Acquisition Document No.)</b>	<b>5. CONTRACT REFERENCE</b> 5.4.1 All Core Service Areas	<b>6. REQUIRING OFFICE</b> 75CS
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<b>7. DD 250 REQ</b> LT	<b>8. DIST STATEMENT REQUIRED</b> N/A	<b>10. FREQUENCY</b> Weekly	<b>12. DATE OF FIRST SUBMISSION</b> Wednesday	<b>14. DISTRIBUTION</b>
<b>9. APP CODE</b>	<b>11. AS OF DATE</b> Award	<b>13. DATE OF SUBSEQUENT SUBMISSION</b> Wednesday	<b>a. ADDRESSEE</b>	
				<b>b. COPIES</b>
				Draft
				Final
				Reg
				Repro

<b>16. REMARKS</b> Contractor format is acceptable  List of all activities or events which have an impact on base organizations. Provides management a "heads up" of potential outages, modifications, maintenance, etc. to identify effect on operations.	<b>75CS/CC</b>		<b>1</b>	
	<b>15. TOTAL</b> →			<b>1</b>

<b>G. PREPARED BY</b>	<b>H. DATE</b>	<b>I. APPROVED BY</b>	<b>J. DATE</b>

<b>17. PRICE GROUP</b> r
<b>18. ESTIMATED TOTAL PRICE</b>



# CONTRACT DATA REQUIREMENTS LIST

(1 Data Item)

Form Approved  
OMB No. 0704-0188

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A. CONTRACT LINE ITEM NO.	B. EXHIBIT A	C. CATEGORY: TDP _____ TM _____ OTHER <b>X</b>
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D. SYSTEM/ITEM Hill AFB A-76 BOS Study	E. CONTRACT/PR NO.	F. CONTRACTOR
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1. DATA ITEM NO. A025	2. TITLE OF DATA ITEM Monthly Workload Summary	3. SUBTITLE
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4. AUTHORITY (Data Acquisition Document No.)	5. CONTRACT REFERENCE 5.4.1	6. REQUIRING OFFICE 75CS
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7. DD 250 REQ LT	8. DUTY STATEMENT REQUIRED N/A	10. FREQUENCY Monthly	12. DATE OF FIRST SUBMISSION 40 DAC	14. DISTRIBUTION												
9. APP CODE	11. AS OF DATE Award	13. DATE OF SUBSEQUENT SUBMISSION 10 DARP	<table border="1"> <tr> <th>a. ADDRESSEE</th> <th colspan="3">b. COPIES</th> </tr> <tr> <td></td> <th>Draft</th> <th colspan="2">Final</th> </tr> <tr> <td></td> <td></td> <th>Reg</th> <th>Repro</th> </tr> </table>		a. ADDRESSEE	b. COPIES				Draft	Final				Reg	Repro
a. ADDRESSEE	b. COPIES															
	Draft	Final														
		Reg	Repro													

<b>16. REMARKS</b> Contractor format is acceptable  Report trouble calls on server main All scheduled maintenance or upgrade actions taken for both hardware and software, including version upgrades, backups, etc. All scheduled and unscheduled maintenance or upgrade actions taken for both hardware and software, including version upgrades, backups, etc.	75CS/CC		1		
	<b>15. TOTAL</b> →			1	

G. PREPARED BY	H. DATE	I. APPROVED BY	J. DATE
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17. PRICE GROUP r
18. ESTIMATED TOTAL PRICE

**CONTRACT DATA REQUIREMENTS LIST**

(1 Data Item)

Form Approved

OMB No. 0704-0188

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**A. CONTRACT LINE ITEM NO.****B. EXHIBIT**

A

**C. CATEGORY:**

TDP \_\_\_\_\_

TM \_\_\_\_\_

OTHER \_\_\_\_\_

X

**D. SYSTEM/ITEM**

Hill AFB A-76 BOS Study

**E. CONTRACT/PR NO.****F. CONTRACTOR****1. DATA ITEM NO.**

A026

**2. TITLE OF DATA ITEM**

Emergency Maintenance/Outage Incident Report

**3. SUBTITLE****4. AUTHORITY (Data Acquisition Document No.)****5. CONTRACT REFERENCE**

C5.4.1

**6. REQUIRING OFFICE**

75CS/SCB

**7. DD 260 REQ**

LT

**8. DIST STATEMENT  
REQUIRED****10. FREQUENCY**

As Required

**12. DATE OF FIRST SUBMISSION****9. APP CODE**

N/A

**11. AS OF DATE**

Award

**13. DATE OF SUBSEQUENT  
SUBMISSION****14. DISTRIBUTION****a. ADDRESSEE****b. COPIES**

Draft

Final

Reg

Repro

**15. REMARKS**

Contractor format is acceptable.

Report shall be filed within one (1) hour of the incident with period updates until resolved. Report to include cause, impact, action taken and further preventative action required. Includes all Critical and Serious Remedy trouble tickets.

75CS/SCB

1

**15. TOTAL**

1

**G. PREPARED BY****H. DATE****I. APPROVED BY****J. DATE****17. PRICE GROUP**

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**18. ESTIMATED  
TOTAL PRICE**

**(1 Data Item)**

**Form Approved**

**OMB No. 0704-0188**

The public reporting burden for this collection of information is estimated to average 100 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to Department of Defense, Washington Headquarters Services, Directorate for Information Operations and Reports (0701-0188), 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA 22202-4302. Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number. Please DO NOT RETURN your form to the above address. Send completed form to the Bureau of Management Contracting Officer for the CONTRACTOR No. listed in Block E.

<b>A. CONTRACT LINE ITEM NO.</b>	<b>B. EXHIBIT</b>	<b>C. CATEGORY:</b>
	A	TDP _____ TM _____ OTHER <u>  X  </u>

<b>D. SYSTEM/ITEM</b> Hill AFB A-76 BOS Study	<b>E. CONTRACT/PR NO.</b>	<b>F. CONTRACTOR</b>
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1. DATA ITEM NO.	2. TITLE OF DATA ITEM	3. SUBTITLE
A027	Outages Exceeding Maximum Return to Service Time	

4. AUTHORITY (Data Acquisition Document No.)	5. CONTRACT REFERENCE	6. REQUESTING OFFICE
	5.4.1.1	75CS

7. DO 260 REQ LT	8. DIST STATEMENT REQUIRED	10. FREQUENCY As Required	12. DATE OF FIRST SUBMISSION	14. DISTRIBUTION		
9. APP CODE	N/A	11. AS OF DATE Award	13. DATE OF SUBSEQUENT SUBMISSION	a. ADDRESSEE	Draft	b. COPIES
						Final
						Reg
						Repro

[illegible]

<b>G. PREPARED BY</b>	<b>H. DATE</b>	<b>I. APPROVED BY</b>	<b>J. DATE</b>

17. PRICE GROUP	
I	
18. ESTIMATED TOTAL PRICE	

**CONTRACT DATA REQUIREMENTS LIST**

(1 Data Item)

Form Approved  
OMB No. 0704-0188

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**A. CONTRACT LINE ITEM NO.****B. EXHIBIT**

A

**C. CATEGORY:**TDP \_\_\_\_\_ TM \_\_\_\_\_ OTHER **X****D. SYSTEM/ITEM**

Hill AFB A-76 BOS Study

**E. CONTRACT/PR NO.****F. CONTRACTOR****1. DATA ITEM NO.**

A028

**2. TITLE OF DATA ITEM**

Remedy Trouble Ticket Status Reports

**3. SUBTITLE****4. AUTHORITY (Data Acquisition Document No.)****5. CONTRACT REFERENCE**

5.4 .6.1.1

**6. REQUESTING OFFICE**

75CS

**7. DD 250 REQ**

LT

**8. DMT STATEMENT  
REQUIRED**

N/A

**10. FREQUENCY**

As Required

**12. DATE OF FIRST SUBMISSION****8. APP CODE****11. AS OF DATE**

Award

**13. DATE OF SUBSEQUENT  
SUBMISSION****14. DISTRIBUTION****a. ADDRESSEE****b. COPIES**

Draft

Final

Reg

Repro

**15. REMARKS**

Contractor format is acceptable

Weekly status of all currently open trouble tickets and total tickets processed during reported week. Include number of days tickets were open, narrative on those open more than seven days, and any identifiable trends in trouble calls.

75CS/CC

1

**16. TOTAL**

1

**G. PREPARED BY****H. DATE****I. APPROVED BY****J. DATE****17. PRICE GROUP**

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**18. ESTIMATED  
TOTAL PRICE**

**(1 Data Item)**

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17. PRICE GROUP	I
18. ESTIMATED TOTAL PRICE	

# CONTRACT DATA REQUIREMENTS LIST

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OMB No. 0704-0188

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A. CONTRACT LINE ITEM NO.	B. EXHIBIT A	C. CATEGORY: TDP _____ TM _____ OTHER <input checked="" type="checkbox"/> X
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D. SYSTEM/ITEM Hill AFB A-76 BOS Study	E. CONTRACT/PR NO.	F. CONTRACTOR
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1. DATA ITEM NO. A030	2. TITLE OF DATA ITEM Visual Information Production Report	3. SUBTITLE
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4. AUTHORITY (Data Acquisition Document No.)	5. CONTRACT REFERENCE C5.4.13.2.1	6. REQUIRING OFFICE 75 CS/CC
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7. DD 250 REQ LT	8. DIST STATEMENT REQUIRED N/A	10. FREQUENCY Monthly	12. DATE OF FIRST SUBMISSION 40 DAC	14. DISTRIBUTION												
9. APP CODE	11. AS OF DATE Award	13. DATE OF SUBSEQUENT SUBMISSION 10 DARP	<table border="1"> <tr> <td>a. ADDRESSEE</td> <td colspan="3">b. COPIES</td> </tr> <tr> <td></td> <td>Draft</td> <td>Reg</td> <td>Final</td> </tr> <tr> <td></td> <td></td> <td></td> <td>Repro</td> </tr> </table>		a. ADDRESSEE	b. COPIES				Draft	Reg	Final				Repro
a. ADDRESSEE	b. COPIES															
	Draft	Reg	Final													
			Repro													

<b>16. REMARKS</b> Contractor format is acceptable. Report all multimedia and graphics production.	75CS/CC		1		
	<b>18. TOTAL</b> →			1	

G. PREPARED BY	H. DATE	I. APPROVED BY	J. DATE
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17. PRICE GROUP I
18. ESTIMATED TOTAL PRICE

# CONTRACT DATA REQUIREMENTS LIST

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<b>A. CONTRACT LINE ITEM NO.</b>	<b>B. EXHIBIT</b> A	<b>C. CATEGORY:</b> TDP _____ TM _____ OTHER <b>X</b>
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<b>D. SYSTEM/ITEM</b> Hill AFB BOS Study	<b>E. CONTRACT/PR NO.</b>	<b>F. CONTRACTOR</b>
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<b>1. DATA ITEM NO.</b> A031	<b>2. TITLE OF DATA ITEM</b> Annual Physical Computer Inventory Report	<b>3. SUBTITLE</b> Date of Inventory
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<b>4. AUTHORITY (Data Acquisition Document No.)</b> AFI 33-112	<b>5. CONTRACT REFERENCE</b> C5.4.14.7.6	<b>6. REQUIRING OFFICE</b> Hq AFMC/SC
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<b>7. DD 250 REQ</b> LT	<b>8. DUTY STATEMENT REQUIRED</b> N/A	<b>10. FREQUENCY</b> ANNUAL	<b>12. DATE OF FIRST SUBMISSION</b>	<b>14. DISTRIBUTION</b>
<b>9. APP CODE</b>	<b>11. AS OF DATE</b> END of FY	<b>13. DATE OF SUBSEQUENT SUBMISSION</b>		

<b>15. REMARKS</b>  The contractor shall provide the results of the annual inventory of ADPE required by AFI 33-112 and applicable MAJCOM/local supplement in a report entitled Annual Physical Computer Inventory Report.  CDRL Block 12 and 13: The first report will be provided within 30 days after contract start date and will be based on the results of the contractors initial inventory of equipment. Subsequent reports will be provided within 30 days of the end of each fiscal year.  DID Tailoring  Contractor format permitted as long as information content of the DID is provided.	<b>15. TOTAL</b> →	1
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<b>G. PREPARED BY</b>	<b>H. DATE</b>	<b>I. APPROVED BY</b>	<b>J. DATE</b>
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<b>17. PRICE GROUP</b>
<b>18. ESTIMATED TOTAL PRICE</b>

DATA ITEM DESCRIPTION			Form Approved OMB NO. 0704-0188	
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1. TITLE Annual Physical Inventory of Computer Equipment Report			2. IDENTIFICATION NUMBER	
3. DESCRIPTION/PURPOSE The Annual Physical Inventory of Computer Equipment Report is based on the results of the annual inventory of ADPE required by AFI 33-112, applicable MAJCOM/Local supplement and will contain those data elements prescribed in AFI 33-112 and applicable MAJCOM/Local supplement. The report will be used to ensure control and accountability of government property, for planning purposes and effective resource management.				
4. APPROVAL DATE (YYMMDD)	5. OFFICE OF PRIMARY RESPONSIBILITY (OPR)	6a. DTIC APPLICABLE NA	6b. GIDEP APPLICABLE NA	
7. APPLICATION/INTERRELATIONSHIP The Annual Physical Inventory of Computer Equipment Report will allow supported commanders and activity chiefs to ensure the control and accountability of government property, plan for upgrades, and ensure effective resource management.				
8. APPROVAL LIMITATION NA	9a. APPLICABLE FORMS NA	9b. AMSC NUMBER		
10. PREPARATION INSTRUCTIONS The contractor may use any format as long as the information content is provided in a form that meets the requirements of AFI 33-112 and applicable MAJCOM/Local supplement.				
11. DISTRIBUTION STATEMENT Distribution Statement A: Approved for public release; distribution is unlimited.				



# CONTRACT DATA REQUIREMENTS LIST

Form Approved  
OMB No. 0704-0188

The public reporting burden for this collection of information is estimated to average 440 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to Department of Defense, Washington Headquarters Service, Directorate for Information Operations and Reports (0704-0188), 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA 22202-4302. Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number. Please DO NOT RETURN your form to the above address. Send completed form to the Government Issuing Contracting Officer for the Contract/PR No. listed in Block E.

<b>A. CONTRACT LINE ITEM NO.</b>	<b>B. EXHIBIT</b> A	<b>C. CATEGORY:</b> TDP _____ TM _____ OTHER <b>X</b>
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<b>D. SYSTEM/ITEM</b>	<b>E. CONTRACT/PR NO.</b> C5.9.20.1.1	<b>F. CONTRACTOR</b>
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<b>1. DATA ITEM NO.</b> A032	<b>2. TITLE OF DATA ITEM</b> Refueling Vehicle Validation		<b>3. SUBTITLE</b> R-11 Requirements	
<b>4. AUTHORITY (Data Acquisition Document No.)</b> AFI 23-201		<b>5. CONTRACT REFERENCE</b>		<b>6. REQUIRING OFFICE</b> LG
<b>7. DD 250 REQ</b> LTR	<b>8. DUTY STATEMENT REQUIRED</b>	<b>10. FREQUENCY</b> Every 2 years	<b>12. DATE OF FIRST SUBMISSION</b> As Required	
<b>9. APP CODE</b>	N/A	<b>11. AS OF DATE</b> N/A	<b>13. DATE OF SUBSEQUENT SUBMISSION</b> As Required	
		<b>a. ADDRESSEE</b>		<b>b. COPIES</b>
				Draft
				Final
				Reg
				Repro
<b>15. REMARKS</b> Automated fuel report for Allowance Source Code ASO19 Program. Information is pulled from the Fuels Automated System (FAS). Review authorized fueling vehicles (aviation and ground products), including WRM vehicles, every two years or when mission changes dictate, to determine if shortages or overages exist.		75LG/LGT		1
		HQ-AFMC/LGSF		1
		75LG/LGS		1
		<b>15. TOTAL</b> →		3

<b>17. PRICE GROUP</b>
<b>18. ESTIMATED TOTAL PRICE</b>

<b>1. DATA ITEM NO.</b> A033	<b>2. TITLE OF DATA ITEM</b> Monthly Inventory Transaction		<b>3. SUBTITLE</b> MTC-SA (M) 7149	
<b>4. AUTHORITY (Data Acquisition Document No.)</b> AFMAN 23-110		<b>5. CONTRACT REFERENCE</b> C5.9.20.1.1		<b>6. REQUIRING OFFICE</b> LG
<b>7. DD 250 REQ</b> N/A	<b>8. DUTY STATEMENT REQUIRED</b>	<b>10. FREQUENCY</b> Monthly	<b>12. DATE OF FIRST SUBMISSION</b> EOM	
<b>9. APP CODE</b> N/A	N/A	<b>11. AS OF DATE</b> 5th day of the month	<b>13. DATE OF SUBSEQUENT SUBMISSION</b> N/A	
		<b>a. ADDRESSEE</b>		<b>b. COPIES</b>
				Draft
				Final
				Reg
				Repro
<b>15. REMARKS</b>		SA-ALC/SFSC		1
		SA-ALC/SFRF		1
		75LG/LGS		1
		<b>15. TOTAL</b> →		3

<b>17. PRICE GROUP</b>
<b>18. ESTIMATED TOTAL PRICE</b>

<b>1. DATA ITEM NO.</b> A034	<b>2. TITLE OF DATA ITEM</b> Forecast of Propellant Requirements		<b>3. SUBTITLE</b> RCS: MTC-SA(SA)7150	
<b>4. AUTHORITY (Data Acquisition Document No.)</b> AFMAN 23-110		<b>5. CONTRACT REFERENCE</b> C5.9.20.1.1		<b>6. REQUIRING OFFICE</b> LG
<b>7. DD 250 REQ</b> LTR	<b>8. DUTY STATEMENT REQUIRED</b>	<b>10. FREQUENCY</b> Semi-annually	<b>12. DATE OF FIRST SUBMISSION</b> Feb	
<b>9. APP CODE</b>	N/A	<b>11. AS OF DATE</b> 15th of the month	<b>13. DATE OF SUBSEQUENT SUBMISSION</b> Aug	
		<b>a. ADDRESSEE</b>		<b>b. COPIES</b>
				Draft
				Final
				Reg
				Repro
<b>15. REMARKS</b> Annual forecast of propellant requirements will be prepared and submitted on AF Form 858, Forecast of Requirements (Missile Propellants and Pressurants), or approved form. Prepare and submit the forecast of propellant requirements (RCS: MTC-SA(SA)7150) for all base missile fuel requirements.		75 LG/LGS		1
		HQ-AFMC		3
		SA-ALC/SF		2
		<b>15. TOTAL</b> →		5

<b>17. PRICE GROUP</b>
<b>18. ESTIMATED TOTAL PRICE</b>

<b>1. DATA ITEM NO.</b> A035	<b>2. TITLE OF DATA ITEM</b> Propellant Consolidation Report		<b>3. SUBTITLE</b> RCS: MTC-SA(SA)7151	
<b>4. AUTHORITY (Data Acquisition Document No.)</b> AFMAN 23-110		<b>5. CONTRACT REFERENCE</b> C5.9.20.1.1		<b>6. REQUIRING OFFICE</b> LG
<b>7. DD 250 REQ</b> LTR	<b>8. DUTY STATEMENT REQUIRED</b>	<b>10. FREQUENCY</b> Monthly	<b>12. DATE OF FIRST SUBMISSION</b>	
<b>9. APP CODE</b> N/A	N/A	<b>11. AS OF DATE</b> Prior to End of Month	<b>13. DATE OF SUBSEQUENT SUBMISSION</b>	
		<b>a. ADDRESSEE</b>		<b>b. COPIES</b>
				Draft
				Final
				Reg
				Repro
<b>15. REMARKS</b> The AF Form 857 data roll-up is applied to AF Form 588 for reporting of propellant sales.		SA-ALC/SFSS		2
		SA-ALC/SFRF		1
		75LG/LGS		
		<b>15. TOTAL</b> →		3

<b>17. PRICE GROUP</b>
<b>18. ESTIMATED TOTAL PRICE</b>

<b>G. PREPARED BY</b>	<b>H. DATE</b>	<b>I. APPROVED BY</b>	<b>J. DATE</b>
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# CONTRACT DATA REQUIREMENTS LIST

Form Approved  
OMB No. 0704-0188

The public reporting burden for this collection of information is estimated to average 440 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to Department of Defense, Washington Headquarters Services, Directorate for Information Operations and Reports (0704-0188), 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA 22202-4302. Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number. Please DO NOT RETURN your form to the above address. Send completed form to the Government Issuing Contracting Officer for the Contract/PR No. listed in Block E.

<b>A. CONTRACT LINE ITEM NO.</b>	<b>B. EXHIBIT</b> A	<b>C. CATEGORY:</b> TDP _____ TM _____ OTHER <b>X</b>
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<b>D. SYSTEM/ITEM</b> BOS A76	<b>E. CONTRACT/PR NO.</b>	<b>F. CONTRACTOR</b>
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<b>1. DATA ITEM NO.</b> A036	<b>2. TITLE OF DATA ITEM</b> Bulk Petroleum Contingency Report (REPOL)	<b>3. SUBTITLE</b> RCS HAF-LGS(AR)7108
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<b>4. AUTHORITY (Data Acquisition Document No.)</b> DoD4140.25M	<b>5. CONTRACT REFERENCE</b> C5.9.20 1.1	<b>6. REQUIRING OFFICE</b> LG
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<b>7. DD 260 REQ</b> LTR	<b>8. DIST STATEMENT REQUIRED</b>	<b>10. FREQUENCY</b> As Required	<b>12. DATE OF FIRST SUBMISSION</b> As Directed	<b>14. DISTRIBUTION</b>									
<b>9. APP CODE</b>	N/A	<b>11. AS OF DATE</b> N/A	<b>13. DATE OF SUBSEQUENT SUBMISSION</b> As Directed	<table border="1"> <tr> <td><b>a. ADDRESSEE</b></td> <td colspan="2"><b>b. COPIES</b></td> </tr> <tr> <td></td> <td>Draft</td> <td>Final</td> </tr> <tr> <td></td> <td>Reg</td> <td>Repro</td> </tr> </table>	<b>a. ADDRESSEE</b>	<b>b. COPIES</b>			Draft	Final		Reg	Repro
<b>a. ADDRESSEE</b>	<b>b. COPIES</b>												
	Draft	Final											
	Reg	Repro											

<b>10. REMARKS</b>	<table border="1"> <tr> <td>HQ-AFMC/LGSF</td> <td>1</td> <td></td> </tr> <tr> <td>DESC-F</td> <td>1</td> <td></td> </tr> <tr> <td>75LG/LGS</td> <td>1</td> <td></td> </tr> <tr> <td><b>15. TOTAL</b></td> <td>3</td> <td></td> </tr> </table>	HQ-AFMC/LGSF	1		DESC-F	1		75LG/LGS	1		<b>15. TOTAL</b>	3	
HQ-AFMC/LGSF	1												
DESC-F	1												
75LG/LGS	1												
<b>15. TOTAL</b>	3												

<b>1. DATA ITEM NO.</b> A037	<b>2. TITLE OF DATA ITEM</b> Estimated Requirement for Bulk Ground Fuels	<b>3. SUBTITLE</b> RCS: LOG-MMR (A) 7138
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<b>4. AUTHORITY (Data Acquisition Document No.)</b> DOD4140.25M	<b>5. CONTRACT REFERENCE</b> C5.9.20 1.1	<b>6. REQUIRING OFFICE</b> LG
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<b>7. DD 260 REQ</b> LTR	<b>8. DIST STATEMENT REQUIRED</b>	<b>10. FREQUENCY</b> Every 3 years	<b>12. DATE OF FIRST SUBMISSION</b> As Required	<b>14. DISTRIBUTION</b>									
<b>9. APP CODE</b>	N/A	<b>11. AS OF DATE</b> N/A	<b>13. DATE OF SUBSEQUENT SUBMISSION</b> As Required	<table border="1"> <tr> <td><b>a. ADDRESSEE</b></td> <td colspan="2"><b>b. COPIES</b></td> </tr> <tr> <td></td> <td>Draft</td> <td>Final</td> </tr> <tr> <td></td> <td>Reg</td> <td>Repro</td> </tr> </table>	<b>a. ADDRESSEE</b>	<b>b. COPIES</b>			Draft	Final		Reg	Repro
<b>a. ADDRESSEE</b>	<b>b. COPIES</b>												
	Draft	Final											
	Reg	Repro											

<b>10. REMARKS</b>	<table border="1"> <tr> <td>HQ-AFMC/LGSF</td> <td>1</td> <td></td> </tr> <tr> <td>DESC-F</td> <td>1</td> <td></td> </tr> <tr> <td>75LG/LGS</td> <td>1</td> <td></td> </tr> <tr> <td><b>15. TOTAL</b></td> <td>3</td> <td></td> </tr> </table>	HQ-AFMC/LGSF	1		DESC-F	1		75LG/LGS	1		<b>15. TOTAL</b>	3	
HQ-AFMC/LGSF	1												
DESC-F	1												
75LG/LGS	1												
<b>15. TOTAL</b>	3												

<b>1. DATA ITEM NO.</b> A038	<b>2. TITLE OF DATA ITEM</b> Bulk Petroleum Storage Facilities Report	<b>3. SUBTITLE</b> RCS: DD-P&L(A)506
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<b>4. AUTHORITY (Data Acquisition Document No.)</b> DOD 4140.25M	<b>5. CONTRACT REFERENCE</b> C5.9.20.1.1	<b>6. REQUIRING OFFICE</b> LG
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<b>7. DD 260 REQ</b> LTR	<b>8. DIST STATEMENT REQUIRED</b>	<b>10. FREQUENCY</b> Every 3 years/AsRequired	<b>12. DATE OF FIRST SUBMISSION</b> As Directed	<b>14. DISTRIBUTION</b>									
<b>9. APP CODE</b>	N/A	<b>11. AS OF DATE</b> N/A	<b>13. DATE OF SUBSEQUENT SUBMISSION</b> As Directed	<table border="1"> <tr> <td><b>a. ADDRESSEE</b></td> <td colspan="2"><b>b. COPIES</b></td> </tr> <tr> <td></td> <td>Draft</td> <td>Final</td> </tr> <tr> <td></td> <td>Reg</td> <td>Repro</td> </tr> </table>	<b>a. ADDRESSEE</b>	<b>b. COPIES</b>			Draft	Final		Reg	Repro
<b>a. ADDRESSEE</b>	<b>b. COPIES</b>												
	Draft	Final											
	Reg	Repro											

<b>10. REMARKS</b>	<table border="1"> <tr> <td>HQ-AFMC/LGSF</td> <td>1</td> <td></td> </tr> <tr> <td>DESC-F</td> <td>1</td> <td></td> </tr> <tr> <td>75LG/LGS</td> <td>1</td> <td></td> </tr> <tr> <td><b>15. TOTAL</b></td> <td>3</td> <td></td> </tr> </table>	HQ-AFMC/LGSF	1		DESC-F	1		75LG/LGS	1		<b>15. TOTAL</b>	3	
HQ-AFMC/LGSF	1												
DESC-F	1												
75LG/LGS	1												
<b>15. TOTAL</b>	3												

<b>1. DATA ITEM NO.</b> A039	<b>2. TITLE OF DATA ITEM</b> Bulk Petroleum Terminal Message Report	<b>3. SUBTITLE</b> RCS: DLA(W)1884
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<b>4. AUTHORITY (Data Acquisition Document No.)</b> DOD 4140.25M	<b>5. CONTRACT REFERENCE</b> C5.9.20.1.1	<b>6. REQUIRING OFFICE</b> LG
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<b>7. DD 260 REQ</b> LTR	<b>8. DIST STATEMENT REQUIRED</b>	<b>10. FREQUENCY</b> Weekly	<b>12. DATE OF FIRST SUBMISSION</b> NLT 0800 Fridays	<b>14. DISTRIBUTION</b>									
<b>9. APP CODE</b>	N/A	<b>11. AS OF DATE</b> N/A	<b>13. DATE OF SUBSEQUENT SUBMISSION</b> N/A	<table border="1"> <tr> <td><b>a. ADDRESSEE</b></td> <td colspan="2"><b>b. COPIES</b></td> </tr> <tr> <td></td> <td>Draft</td> <td>Final</td> </tr> <tr> <td></td> <td>Reg</td> <td>Repro</td> </tr> </table>	<b>a. ADDRESSEE</b>	<b>b. COPIES</b>			Draft	Final		Reg	Repro
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	Draft	Final											
	Reg	Repro											

<b>10. REMARKS</b>	<table border="1"> <tr> <td>DESC-LA</td> <td>1</td> <td></td> </tr> <tr> <td>75LG/LGS</td> <td>1</td> <td></td> </tr> <tr> <td><b>15. TOTAL</b></td> <td>2</td> <td></td> </tr> </table>	DESC-LA	1		75LG/LGS	1		<b>15. TOTAL</b>	2	
DESC-LA	1									
75LG/LGS	1									
<b>15. TOTAL</b>	2									

<b>G. PREPARED BY</b>	<b>H. DATE</b>	<b>I. APPROVED BY</b>	<b>J. DATE</b>
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<b>17. PRICE GROUP</b>
<b>18. ESTIMATED TOTAL PRICE</b>

<b>17. PRICE GROUP</b>
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<b>17. PRICE GROUP</b>
<b>18. ESTIMATED TOTAL PRICE</b>

**(1 Data Item)**

The public reporting burden for this collection of information is estimated to average 110 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to Department of Defense, Washington Headquarters Services, Directorate for Information Operations and Reports (7041-0188), 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA 22202-4302. Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number. Please DO NOT RETURN your form to the above address. Send completed form to the Government Issuing Contracting Officer for the CONTRACTOR No. listed in Block E.

<p><b>17. PRICE GROUP</b></p>
<p><b>18. ESTIMATED TOTAL PRICE</b></p>

Form Approved  
OMB No. 0704-0188

A. CONTRACT LINE ITEM NO.	B. EXHIBIT  A	C. CATEGORY: TDP _____ TM _____ OTHER <u>  X  </u>
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<b>D. SYSTEM/ITEM</b> Hill AFB A-76 BOS Study	<b>E. CONTRACT/PR NO.</b>	<b>F. CONTRACTOR</b>
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1. DATA ITEM NO.		2. TITLE OF DATA ITEM		3. SUBTITLE					
4. AUTHORITY (Data Acquisition Document No.)			5. CONTRACT REFERENCE		6. REQUESTING OFFICE				
7. DD 250 REQ	8. DMT STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION		14. DISTRIBUTION				
9. APP CODE		11. AS OF DATE	13. DATE OF SUBSEQUENT SUBMISSION						
10. REMARKS					14. DISTRIBUTION	a. ADDRESSEE	b. COPIES		
							Draft	Final	
						Reg		Repro	
15. TOTAL					→				




<b>17. PRICE GROUP</b>
<b>18. ESTIMATED TOTAL PRICE</b>

1. DATA ITEM NO. A041		2. TITLE OF DATA ITEM GSA Work Space Management		3. SUBTITLE	
4. AUTHORITY (Data Acquisition Document No.) AFH-9007			5. CONTRACT REFERENCE C.5.10.2.3.3		6. REQUIRING OFFICE HQ AFMC/CEIP
7. DD FORM NO. LT	8. COST STATEMENT REQUIRED  N/A	10. FREQUENCY ANNUAL	12. DATE OF FIRST SUBMISSION		14. DISTRIBUTION  a. ADDRESSEE Hq AFMC/CEIP
9. APP CODE		11. AS OF DATE AWARD	13. DATE OF SUBSEQUENT SUBMISSION		
10. REMARKS 4. Instructions are included are attached			15. TOTAL 1		

17. PRICE GROUP
18. ESTIMATED TOTAL PRICE

1. DATA ITEM NO. A042		2. TITLE OF DATA ITEM Real Property Detail List		3. SUBTITLE			
4. AUTHORITY (Data Acquisition Document No.) DI-MGMT-80213B			5. CONTRACT REFERENCE C.5.10.2.3.3		6. REQUIRING OFFICE Hq AFMC/CE		
7. DD 250 REQ LT	8. DIST STATEMENT REQUIRED  N/A	10. FREQUENCY SEMI ANNUAL	12. DATE OF FIRST SUBMISSION		14. DISTRIBUTION  a. ADDRESSEE Hq AFMC/CE		
9. APP CODE		11. AS OF DATE AWARD	13. DATE OF SUBSEQUENT SUBMISSION				
16. REMARKS			14. DISTRIBUTION		b. COPIES		
			Hq AFMC/CE		Draft	Final	
						Reg	Repro
15. TOTAL		1					

<b>17. PRICE GROUP</b>
<b>18. ESTIMATED TOTAL PRICE</b>

1. DATA ITEM NO. A043		2. TITLE OF DATA ITEM McKinney Act		3. SUBTITLE																		
4. AUTHORITY (Data Acquisition Document No.) AFH 31-9007			5. CONTRACT REFERENCE C .5.10.2.3.3		6. REQUIRING OFFICE Hq AFMC/CE																	
7. DD 250 REQ LT	8. DIST STATEMENT REQUIRED  N/A	10. FREQUENCY QTRLY	12. DATE OF FIRST SUBMISSION		14. DISTRIBUTION  a. ADDRESSEE Hq AFMC/CE  b. COPIES <table border="1"> <tr> <th rowspan="2">Draft</th> <th colspan="2">Final</th> </tr> <tr> <th>Reg</th> <th>Repro</th> </tr> <tr> <td></td> <td>1</td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> </tr> <tr> <td colspan="3">16. TOTAL </td> <td></td> <td>1</td> <td></td> </tr> </table>	Draft	Final		Reg	Repro		1					16. TOTAL 				1	
Draft		Final																				
	Reg	Repro																				
	1																					
16. TOTAL 				1																		
9. APP CODE	11. AS OF DATE Award	13. DATE OF SUBSEQUENT SUBMISSION																				
16. REMARKS 4. Format report IAW regulation																						

17. PRICE GROUP
18. ESTIMATED TOTAL PRICE

<b>G. PREPARED BY</b>	<b>H. DATE</b>	<b>I. APPROVED BY</b>	<b>J. DATE</b>



DEPARTMENT OF THE AIR FORCE  
HEADQUARTERS AIR FORCE MATERIEL COMMAND  
WRIGHT-PATTERSON AIR FORCE BASE, OHIO

17 SEP 1999

MEMORANDUM FOR SEE DISTRIBUTION

FROM: HQ AFMC/CEI P  
4225 Logistics Avenue, Room N104  
Wright-Patterson AFB OH 45433-5745

SUBJECT: Annual work Space Management Plan and Budget Justification.  
IRCN: 0323-GSA-XX (AFREA/DR Memo, 3 Sep 99)

1. The attached package is for your action. Please follow the instructions closely and complete Formats 1, 2, 3, and 4 as it pertains to your installation (main base and off-base sites). Recommend you review last year's submission, and compare it with this year's submittal for consistency. On a separate sheet, please give a brief explanation of any differences found since last year.
2. Please forward (i.e., pouch, fax, etc.) your report to reach this office NLT 22 Oct 99. Request your submittal be timely, as we must review, adjust, and compile the data for all of the AFMC installations into a single document, and reply to AFREA/DR by 1 Nov 99.
3. Please refer your questions to me at DSN 787-3861, fax DSN 986-2945, or email [grace.smith@wpafb.af.mil](mailto:grace.smith@wpafb.af.mil).

GRACE Y. SMITH  
Command Realty Officer  
Organization and Privatization Division  
Directorate of the Command Civil Engineer

Attachment:  
AFREA/DR Memo, 3 Sep 99 w/4 Atch



DEPARTMENT OF THE AIR FORCE  
WASHINGTON DC

Office of the Assistant Secretary

3 September 1999

MEMORANDUM FOR HQ USAFE/CEPR  
HQ AETC/CEPE  
HQ AFRC/CEOM  
HQ AFMC/CEI  
HQ AFSPC/CEPR  
10 CEG/CEPE  
ANG/CEPR  
HQ PACAF/CEPRE  
HQ ACC/CERR  
HQ AMC/CEPE  
11 CES/CECR

SUBJECT: Annual Work Space Management Plan and Budget Justification.  
IRCN:0323-GSA-XX

To facilitate this agency's preparation of the Department of Air Force's Work Space Management Plan and Budget Justification for the FY 01, the following data are needed from your command:

- a. Format #1- Prepare one MAJCOM **summary** according to the attached instructions (atch 1). Show the square footage for office space and other types of space to account for your **total inventory** of space, **excluding** AF occupied GSA-controlled space. (NOTE: Do not show any data for GSA-controlled space.)
- b. Format #2- Prepare a data sheet for **each** location where you now occupy GSA- controlled space or where you are moving out of GSA-controlled space. See attached instructions (atch 2).
- c. Format #3- Prepare a **separate data sheet** for each GSA-controlled building where AF activities occupied space **at any time during FY 99** and for any location where the AF plans to occupy space in FY 00 or FY 01. Show reimbursable costs to GSA (**excluding rent**), as indicated in the instructions (atch 3).
- d. Format #4- Prepare one MAJCOM **summary**, according to the instructions (atch 4), showing **only** the cost of space leased by the Corps of Engineers for your command and any MAJCOM **directly leased** space.

FORMAT 1

Instructions

1. Report will be submitted as a MAJCOM Summary. Include data for the United States, The Commonwealth of Puerto Rico, Johnson Island, Guam, Wake Island, and the U.S. Virgin Islands. **EXCLUDE** data for closure installations identified on the 1988, 1991, 1993, and 1995 lists, but name the closure bases you excluded on a separate sheet. Enter your data on the attached Excel spreadsheet.
2. Report Air Force-owned and rented space, as presently reflected in the base real property records, and project your building space "as of" 30 Sep 99, 30 Sep 00, and ~~30 Sep~~ 01.
3. Report "gross" square footage for office and non-office space. This can be extracted from REAL PROPERTY SPACE SUMMARY BY CONDITION Report.
4. **EXCLUDE** all GSA controlled space data.
5. Parking space- show total number of parking spaces.

### FORMAT # 3

#### Instructions

1. Prepare one sheet for **each** GSA-controlled building where Air Force activities occupy space, where the Air Force **occupied space at any time** during FY 99, and for any location where the Air Force **plans to occupy space** in FY 00 or FY 01.
2. Identify each type of reimbursable (e.g., miscellaneous alterations, overtime utilities, guard service, etc.) and list it on the format. You may list more than one item in each fiscal year.

**NOTE:** Nonrecurring (one-time) reimbursables include such items as out-of-cycle interior painting, space alterations, etc. and recurring reimbursables include items, such as higher levels of cleaning of administrative space, overtime utilities (HVAC), guard service, etc. Review your work orders to the GSA Building Manager to identify these items.



<b>DATA ITEM DESCRIPTION</b>			Form Approved OMB No. 0704-0188	
1. TITLE <b>REAL PROPERTY INVENTORY DETAIL LIST</b>		2. IDENTIFICATION NUMBER <b>DI-MGMT-80213B</b>		
3. DESCRIPTION/PURPOSE 3.1 This report is required by Federal Law and is used to monitor real property (RP) held by the U.S. Air Force for accountability purposes. The data is used to support future Military Construction Projects (MCP), and Operations and Maintenance (O&M) Projects. The Reports Control Symbol is HAF-LEE (AR) 7115.				
4. APPROVAL DATE (YYMMDD) <b>920724</b>	5. OFFICE OF PRIMARY RESPONSIBILITY (OPR) <b>F/AFSPACECOM-DEPDE</b>	6a. DTIC REQUIRED	6b. GIDEP REQUIRED	
7. APPLICATION / INTERRELATIONSHIP 7.1 This Data Item Description (DID) contains the format and content preparation instructions for the data product generated by the specific and discrete task requirement as delineated in the contract.  7.2 This DID is applicable to O&M contracts wherein a contractor is responsible for a Base Civil Engineering Function.  7.3 This DID supersedes DI-MGMT-80213A.				
8. APPROVAL LIMITATION		9a. APPLICABLE FORMS		9b. AMSC NUMBER <b>F6761</b>
10. PREPARATION INSTRUCTIONS 10.1 <u>Format</u> . Use 8 1/2 x 11 inch paper with data contained in columns 1 thru 80 as detailed in 10.2, or approved contractor format.  10.2 <u>Content</u> . This report shall contain changes made to the USAF Real Property Inventory Detail List. Report shall include data as indicated below:				
COLUMN NUMBER -----	DATA ELEMENT -----	DESCRIPTION -----		
1	Blank			
2-5	Installation indicator	Must be Alpha to match installation code in Installation Header File (IHF). (i.e. WWCX, CSEB, VXCK)		
6-10	Facility Identification Number	Must be positive numeric.		
(Continued on Page 2)				
11. DISTRIBUTION STATEMENT <b>DISTRIBUTION STATEMENT A: Approved for public release; distribution is unlimited.</b>				

## 10. Preparation Instructions (continued)

COLUMN NUMBER	DATA ELEMENT	DESCRIPTION
14	Real Property Inventory Control	<p>A, B, or D, if category is 171XXX, 211111 thru 213363, 214425, 214426, 214467, 215552 thru 219946, 221221 thru 228231, 310XXX, 441257, 442515, 442758 thru 442769, 510001 thru 510217, 510263, 510271 thru 610913, 711111 thru 711231, 721123, 721311 thru 730142, 730147 thru 730186, 730277 thru 730839, 730842 thru 740633, 740664 thru 740891, 750422.</p> <p>X, if category is 711311, 711312, 821113, 821115, 821116, 8261221 880,211, 880212, 880221, 880222, 880231, 880232, 890124, 890125 or 890134.</p> <p>C, if real property interest is L. note: Inventory control B records must have two or more inventory control D records. Only one record within a facility may contain inventory control codes A B, C, or E. D, if category is 721215.</p>
15-16	Command or Tenant User	<p>Must be: Two numeric, two blanks, or one numeric and one alpha. Blank if inventory control is B or C. Blank if category is 711XXX thru 714XXX. Positive entries if inventory control is A, D, E, or X and if category is other than 711XXX thru 714XXX. Positive two numeric, other than zeros, if Outgrant non- lease or Outgrant lease has positive entry and inventory control is other than B or C.</p>
17	Number of Bedroom/ Adequacy	Must be: Blank.
18	RP Housing Designation	Must be: Blank.
19-24	Category Code (CAT)	<p>Positive numeric and must match six digit code of ADE RE-008-I. EXCEPTION: Category code 93XXXXX will not be reported if inventory control is C. Category 9XXXXXX is reported if inventory control is C. Category 914XXX requires IHF location code of TQ, GQ, JQ, WQ, MQ, GN, PN, RQ, AQ, or VQ.</p>

## 10. Preparation Instructions (continued)

COLUMN NUMBER	DATA ELEMENT	DESCRIPTION
43-49	Area Amount	<p>Must have a positive numeric entry if RP category code requires area amount unit of measure. Must be zeros if RP category does not require area Amount Unit of Measure. Must be 500 square feet or more if inventory control is D and RP category is other than 711111 thru 711231 or other amount is zero. Must have a positive numeric entry if inventory control is A, B, C, D. EXCEPTION: Category code 92229X. Sum of vacant area, outgrant lease area and outgrant non-lease area must not exceed total area amount for any line entry requiring Area Unit of Measure. Must have square foot unit of measure if inventory control code is A, B, or D. Acres unit of measure if inventory control code is C. EXCEPTION: Category code is 92229X. AC/SY or SF unit of measure if inventory control code is E or X and category code requires Area Unit of Measure.</p>
50-56	Other Amount	<p>Must have a positive numeric entry if category code requires Other Amount unit of measure. Must be zeros if category does not require other unit of measure. Sum of vacant area, outgrant Non-Lease area, and outgrant lease area must not exceed other amount for any line requiring only other unit of measure. Other amount in inventory control B and D records with matching category code (except 711111 thru 711231) must be equal. Other Amount in inventory control B record with category code 711111 thru 711231 (family housing) must equal sum of Other Amount in D records.</p>

## 10. Preparation Instructions (continued)

COLUMN NUMBER -----	DATA ELEMENT -----	DESCRIPTION -----
79-80	Year Completed	Must be: Positive entry if control code is A, B, D, E, or X. Blank if inventory control code is C and 2 numeric, or one alpha (A thru I) and one numeric, or blank.

# CONTRACT DATA REQUIREMENTS LIST

(1 Data Item)

Form Approved  
OMB No. 0704-0188

The public reporting burden for this collection of information is estimated to average 110 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to Department of Defense, Washington Headquarters Services, Directorate for Information Operations and Reports (0701-0188), 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA 22202-4302. Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number. Please DO NOT RETURN your form to the above address. Send completed form to the Government Issuing Contracting Officer for the Contract/PR No. listed in Block E.

<b>A. CONTRACT LINE ITEM NO.</b>	<b>B. EXHIBIT</b>	<b>C. CATEGORY:</b> TDP _____ TM _____ OTHER <input checked="" type="checkbox"/> X
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<b>D. SYSTEM/ITEM</b> Hill AFB A-76 BOS Study	<b>E. CONTRACT/PR NO.</b>	<b>F. CONTRACTOR</b>
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<b>1. DATA ITEM NO.</b> A044	<b>2. TITLE OF DATA ITEM</b> Annual Utility Service Work Plan	<b>3. SUBTITLE</b>
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<b>4. AUTHORITY (Data Acquisition Document No.)</b>	<b>5. CONTRACT REFERENCE</b> C5.10.5.4	<b>6. REQUESTING OFFICE</b> 75CEG/CC
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<b>7. DD 250 REQ</b> LT	<b>8. DIST STATEMENT REQUIRED</b> N/A	<b>10. FREQUENCY</b> Annually	<b>12. DATE OF FIRST SUBMISSION</b>	<b>14. DISTRIBUTION</b>
<b>9. APP CODE</b>	<b>11. AS OF DATE</b> Award	<b>13. DATE OF SUBSEQUENT SUBMISSION</b>	<b>a. ADDRESSEE</b>	
				<b>b. COPIES</b>
				Draft
				Final
				Reg
				Repro

<b>16. REMARKS</b> Identify major renewals, replacements, capital upgrades and improvements required to assure the continuous provision of safe and reliable industrial wastewater utility service through a proposed project list for each of the next five years.	<b>75CEG/CC</b>		1		
	<b>16. TOTAL</b> →			1	

<b>G. PREPARED BY</b>	<b>H. DATE</b>	<b>I. APPROVED BY</b>	<b>J. DATE</b>

<b>17. PRICE GROUP</b>
<b>18. ESTIMATED TOTAL PRICE</b>

**(1 Data Item)**

Form Approved  
OMB No. 0704-0188

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<b>A. CONTRACT LINE ITEM NO.</b>	<b>B. EXHIBIT</b>	<b>C. CATEGORY:</b>
	A	TDP _____ TM _____ OTHER <u>  X  </u>

<b>D. SYSTEM/ITEM</b>	<b>E. CONTRACT/PR NO.</b>	<b>F. CONTRACTOR</b>
Hill AFB A-76 BOS Study		

1. DATA ITEM NO.	2. TITLE OF DATA ITEM	3. SUBTITLE
A045	Environmental Health and Safety Plan	

4. AUTHORITY (Data Acquisition Document No.)	5. CONTRACT REFERENCE C5.10.5.5	6. REQUESTING OFFICE 75 CBG/CC
--	------------------------------------	-----------------------------------

7. DD 250 REQ <b>LT</b>	8. DIRT STATEMENT REQUIRED  <b>N/A</b>	10. FREQUENCY <b>Annually</b>	12. DATE OF FIRST SUBMISSION	14. DISTRIBUTION			
9. APP CODE		11. AS OF DATE <b>Award</b>	13. DATE OF SUBSEQUENT SUBMISSION	a. ADDRESSEE	b. COPIES		
					Draft	Final	
						Reg	Repro

[illegible]

<b>G. PREPARED BY</b>	<b>H. DATE</b>	<b>I. APPROVED BY</b>	<b>J. DATE</b>

17. PRICE GROUP	I
18. ESTIMATED TOTAL PRICE	

**(1 Data Item)**

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17. PRICE GROUP	
I	
18. ESTIMATED TOTAL PRICE	

**(1 Data Item)**

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17. PRICE GROUP	
18. ESTIMATED TOTAL PRICE	



# CONTRACT DATA REQUIREMENTS LIST

Form Approved  
OMB No. 0704-0188

The public reporting burden for this collection of information is estimated to average 440 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to Department of Defense, Washington Headquarters Services, Directorate for Information Operations and Reports (0704-0188), 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA 22202-4302. Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number. Please DO NOT RETURN your form to the above address. Send completed form to the Government Issuing Contracting Officer for the Contract/PR No. listed in Block E.

<b>A. CONTRACT LINE ITEM NO.</b>		<b>B. EXHIBIT</b> A		<b>C. CATEGORY:</b> TDP _____ TM _____ OTHER <b>X</b>	
<b>D. SYSTEM/ITEM</b> Hill AFB BOS Study		<b>E. CONTRACT/PR NO.</b>		<b>F. CONTRACTOR</b>	
<b>1. DATA ITEM NO.</b> A048	<b>2. TITLE OF DATA ITEM</b> Monthly Steam Boiler Plant Operating Log			<b>3. SUBTITLE</b> AF Form 1464	
<b>4. AUTHORITY (Data Acquisition Document No.)</b> AFI 32-1068		<b>5. CONTRACT REFERENCE</b> 5.10.6.19.2		<b>6. REQUIRING OFFICE</b>	
<b>7. DD 250 REQ</b> LT	<b>8. DDST STATEMENT REQUIRED</b>	<b>10. FREQUENCY</b> Monthly	<b>12. DATE OF FIRST SUBMISSION</b>	<b>14. DISTRIBUTION</b>	
<b>9. APP CODE</b>		<b>11. AS OF DATE</b> Award	<b>13. DATE OF SUBSEQUENT SUBMISSION</b>	<b>a. ADDRESSEE</b>	<b>b. COPIES</b>
				Draft	Final
					Reg
					Repro
<b>16. REMARKS</b> 4. Prepare IAW regulation.				CO	1
				<b>15. TOTAL</b>	1
<b>1. DATA ITEM NO.</b> A049	<b>2. TITLE OF DATA ITEM</b> Daily and Weekly Fuel Record			<b>3. SUBTITLE</b> AF Form 500	
<b>4. AUTHORITY (Data Acquisition Document No.)</b> AFI 32-1068		<b>5. CONTRACT REFERENCE</b> 5.10.6.19.4		<b>6. REQUIRING OFFICE</b>	
<b>7. DD 250 REQ</b> LT	<b>8. DDST STATEMENT REQUIRED</b>	<b>10. FREQUENCY</b> Monthly	<b>12. DATE OF FIRST SUBMISSION</b>	<b>14. DISTRIBUTION</b>	
<b>9. APP CODE</b>		<b>11. AS OF DATE</b> Award	<b>13. DATE OF SUBSEQUENT SUBMISSION</b>	<b>a. ADDRESSEE</b>	<b>b. COPIES</b>
				Draft	Final
					Reg
					Repro
<b>16. REMARKS</b> 4. Prepare IAW regulation.				CO	1
				<b>15. TOTAL</b>	1
<b>1. DATA ITEM NO.</b> A050	<b>2. TITLE OF DATA ITEM</b> Water Treatment Operating Log for Steam and Hot Water Boilers			<b>3. SUBTITLE</b> AF Form 1459	
<b>4. AUTHORITY (Data Acquisition Document No.)</b> AFI 32-1068		<b>5. CONTRACT REFERENCE</b> 5.10.6.19.6		<b>6. REQUIRING OFFICE</b>	
<b>7. DD 250 REQ</b> LT	<b>8. DDST STATEMENT REQUIRED</b>	<b>10. FREQUENCY</b> Monthly	<b>12. DATE OF FIRST SUBMISSION</b>	<b>14. DISTRIBUTION</b>	
<b>9. APP CODE</b>		<b>11. AS OF DATE</b> Award	<b>13. DATE OF SUBSEQUENT SUBMISSION</b>	<b>a. ADDRESSEE</b>	<b>b. COPIES</b>
				Draft	Final
					Reg
					Repro
<b>16. REMARKS</b> 4. Prepare IAW regulation				CO	1
				<b>15. TOTAL</b>	1
<b>1. DATA ITEM NO.</b> A051	<b>2. TITLE OF DATA ITEM</b> Davis County Monthly Report			<b>3. SUBTITLE</b>	
<b>4. AUTHORITY (Data Acquisition Document No.)</b> IAW Current Contract		<b>5. CONTRACT REFERENCE</b> 5.10.6.19.7		<b>6. REQUIRING OFFICE</b>	
<b>7. DD 250 REQ</b> LT	<b>8. DDST STATEMENT REQUIRED</b>	<b>10. FREQUENCY</b> Monthly	<b>12. DATE OF FIRST SUBMISSION</b>	<b>14. DISTRIBUTION</b>	
<b>9. APP CODE</b>		<b>11. AS OF DATE</b> Award	<b>13. DATE OF SUBSEQUENT SUBMISSION</b>	<b>a. ADDRESSEE</b>	<b>b. COPIES</b>
				Draft	Final
					Reg
					Repro
<b>16. REMARKS</b> Computer generated				CO	1
				<b>15. TOTAL</b>	1
<b>G. PREPARED BY</b>		<b>H. DATE</b>	<b>I. APPROVED BY</b>		<b>J. DATE</b>

<b>17. PRICE GROUP</b>
<b>18. ESTIMATED TOTAL PRICE</b>

<b>17. PRICE GROUP</b>
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<b>17. PRICE GROUP</b>
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# CONTRACT DATA REQUIREMENTS LIST

Form Approved  
OMB No. 0704-0188

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<b>A. CONTRACT LINE ITEM NO.</b>		<b>B. EXHIBIT</b> A		<b>C. CATEGORY:</b> TDP _____ TM _____ OTHER <b>X</b>	
<b>D. SYSTEM/ITEM</b> Hill AFB BOS Study		<b>E. CONTRACT/PR NO.</b>		<b>F. CONTRACTOR</b>	
<b>1. DATA ITEM NO.</b> A052	<b>2. TITLE OF DATA ITEM</b> Boiler Inspection Report			<b>3. SUBTITLE</b> SF Form 1222	
<b>4. AUTHORITY (Data Acquisition Document No.)</b> AFI 32-1068		<b>5. CONTRACT REFERENCE</b> 5.10.6.19.8		<b>6. REQUIRING OFFICE</b>	
<b>7. DD 250 REQ</b> LT	<b>8. DIST STATEMENT REQUIRED</b>	<b>10. FREQUENCY</b> Monthly	<b>12. DATE OF FIRST SUBMISSION</b>	<b>14. DISTRIBUTION</b>	
<b>9. APP CODE</b>		<b>11. AS OF DATE</b> Award	<b>13. DATE OF SUBSEQUENT SUBMISSION</b>	<b>a. ADDRESSEE</b>	<b>b. COPIES</b>
<b>10. REMARKS</b> 4. Prepare IAW AFI, certification must be obtained from headquarters.					Draft
					Final
				Reg	Repro
				<b>15. TOTAL</b> →	2

<b>1. DATA ITEM NO.</b>	<b>2. TITLE OF DATA ITEM</b>	<b>3. SUBTITLE</b>
<b>4. AUTHORITY (Data Acquisition Document No.)</b>		<b>5. CONTRACT REFERENCE</b>
<b>6. REQUIRING OFFICE</b>		
<b>7. DD 250 REQ</b>	<b>8. DIST STATEMENT REQUIRED</b>	<b>10. FREQUENCY</b>
<b>12. DATE OF FIRST SUBMISSION</b>	<b>14. DISTRIBUTION</b>	<b>b. COPIES</b>
<b>9. APP CODE</b>	<b>11. AS OF DATE</b>	<b>13. DATE OF SUBSEQUENT SUBMISSION</b>
		<b>a. ADDRESSEE</b>
		Draft
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		Repro
		<b>15. TOTAL</b> →
		1

<b>1. DATA ITEM NO.</b>	<b>2. TITLE OF DATA ITEM</b>	<b>3. SUBTITLE</b>
<b>4. AUTHORITY (Data Acquisition Document No.)</b>		<b>5. CONTRACT REFERENCE</b>
<b>6. REQUIRING OFFICE</b>		
<b>7. DD 250 REQ</b>	<b>8. DIST STATEMENT REQUIRED</b>	<b>10. FREQUENCY</b>
<b>12. DATE OF FIRST SUBMISSION</b>	<b>14. DISTRIBUTION</b>	<b>b. COPIES</b>
<b>9. APP CODE</b>	<b>11. AS OF DATE</b>	<b>13. DATE OF SUBSEQUENT SUBMISSION</b>
		<b>a. ADDRESSEE</b>
		Draft
		Final
		Reg
		Repro
		<b>15. TOTAL</b> →
		1

<b>1. DATA ITEM NO.</b>	<b>2. TITLE OF DATA ITEM</b>	<b>3. SUBTITLE</b>
<b>4. AUTHORITY (Data Acquisition Document No.)</b>		<b>5. CONTRACT REFERENCE</b>
<b>6. REQUIRING OFFICE</b>		
<b>7. DD 250 REQ</b>	<b>8. DIST STATEMENT REQUIRED</b>	<b>10. FREQUENCY</b>
<b>12. DATE OF FIRST SUBMISSION</b>	<b>14. DISTRIBUTION</b>	<b>b. COPIES</b>
<b>9. APP CODE</b>	<b>11. AS OF DATE</b>	<b>13. DATE OF SUBSEQUENT SUBMISSION</b>
		<b>a. ADDRESSEE</b>
		Draft
		Final
		Reg
		Repro
		<b>15. TOTAL</b> →
		1

<b>1. DATA ITEM NO.</b>	<b>2. TITLE OF DATA ITEM</b>	<b>3. SUBTITLE</b>
<b>4. AUTHORITY (Data Acquisition Document No.)</b>		<b>5. CONTRACT REFERENCE</b>
<b>6. REQUIRING OFFICE</b>		
<b>7. DD 250 REQ</b>	<b>8. DIST STATEMENT REQUIRED</b>	<b>10. FREQUENCY</b>
<b>12. DATE OF FIRST SUBMISSION</b>	<b>14. DISTRIBUTION</b>	<b>b. COPIES</b>
<b>9. APP CODE</b>	<b>11. AS OF DATE</b>	<b>13. DATE OF SUBSEQUENT SUBMISSION</b>
		<b>a. ADDRESSEE</b>
		Draft
		Final
		Reg
		Repro
		<b>15. TOTAL</b> →
		1

<b>G. PREPARED BY</b>		<b>H. DATE</b>	<b>I. APPROVED BY</b>	<b>J. DATE</b>
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<b>17. PRICE GROUP</b>
<b>18. ESTIMATED TOTAL PRICE</b>

<b>17. PRICE GROUP</b>
<b>18. ESTIMATED TOTAL PRICE</b>

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17. PRICE GROUP	
1	
18. ESTIMATED TOTAL PRICE	

DATA ITEM DESCRIPTION			Form Approved OMB No. 0704-0188	
2. TITLE  FAMILY HOUSING INVENTORY DESIGNATION AND ASSIGNMENT REPORT		1. IDENTIFICATION NUMBER  DI-MISC-81049		
3. DESCRIPTION/PURPOSE  3.1 This report contains current information of family housing inventory designation for each category (grade). The report is used to audit proper assignment by grade categories.				
4. APPROVAL DATE (YYMMDD)  900928	5. OFFICE OF PRIMARY RESPONSIBILITY (OPR)  F/AFSPACECOM-DEHH	6a. DTIC REQUIRED	6b. GIDEP REQUIRED	
7. APPLICATION/INTERRELATIONSHIP  7.1 This Data Item Description (DID) contains the format and content preparation instructions for the data product generated by the specific and discrete task requirement as delineated in the contract.  7.2 A copy of the reference document cited below may be obtained as specified in the contract.				
8. APPROVAL LIMITATION		9a. APPLICABLE FORMS  DD Form 1411		9b. AMSC NUMBER  F5008
10. PREPARATION INSTRUCTIONS  10.1 <u>Reference document.</u> The applicable issue of the document cited herein, including its approval date and dates of any applicable revisions and changes, shall be as specified in the contract.  10.2 <u>Format and Content.</u> The report shall be prepared on DD Form 1411, Family Housing Inventory Designation and Assignment Report. Refer to Air Force Regulation 90-1 for guidance in preparing the form.				
11. DISTRIBUTION STATEMENT  DISTRIBUTION STATEMENT A: Approved for public release; distribution is unlimited.				

**(1 Data Item)**

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17. PRICE GROUP	
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17. PRICE GROUP	
18. ESTIMATED TOTAL PRICE	

DATA ITEM DESCRIPTION			Form Approved OMB No. 0704-0188	
2. TITLE <b>Unaccompanied Personnel Housing Inventory and Utilization Data</b>		1. IDENTIFICATION NUMBER <b>DI-MISC-81053</b>		
3. DESCRIPTION / PURPOSE <b>3.1 This report provides information on the quantity and adequacy of unaccompanied personnel (UPH) assets, both permanent party and transient, and their occupancy by grade categories. In addition it accounts for unaccompanied personnel drawing BAQ without dependent.</b>				
4. APPROVAL DATE (YYMMDD) <b>900928</b>	5. OFFICE OF PRIMARY RESPONSIBILITY (OPR) <b>F/AFSPACECOM-1 SWG/XREH</b>	6a. DTIC REQUIRED	6b. GIDEP REQUIRED	
7. APPLICATION / INTERRELATIONSHIP <b>7.1 This data item description contains the format and content preparation instructions for the data product generated by the specific and discrete task requirement as delineated in the contract.</b> <b>7.2 A copy of the reference document may be obtained as specified in the contract.</b>				
8. APPROVAL LIMITATION		9a. APPLICABLE FORMS <b>AF Form 2085</b>	9b. AMSC NUMBER <b>F5012</b>	
10. PREPARATION INSTRUCTIONS <b>10.1 <u>Reference Document.</u> The applicable issue of the document cited herein including the approval date and dates of any applicable revisions and changes shall be as specified in the contract.</b> <b>10.2 <u>Format and Content.</u> The report shall be prepared on AF form 2085, Unaccompanied Personnel Housing Inventory and Utilization Data. Reference Air Force Regulation 90-9, for guidance in preparation.</b>				
11. DISTRIBUTION STATEMENT <b>DISTRIBUTION STATEMENT A: Approved for public release; distribution is unlimited.</b>				

**(1 Data Item)**

Form Approved  
OMB No. 0704-0188

The public reporting burden for this collection of information is estimated to average 110 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to Department of Defense, Washington Headquarters Service, Directorate for Information Operations and Reports (0701-0189), 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA 22202-4302. Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number. Please DO NOT RETURN your form to the above address. Send completed form to the Government Issuing Contracting Officer for the Contract/PO No. listed in Block E.

A. CONTRACT LINE ITEM NO.	B. EXHIBIT A	C. CATEGORY: TDP _____ TM _____ OTHER <u>  X  </u>
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D. SYSTEM/ITEM	E. CONTRACT/PR NO.	F. CONTRACTOR
Hill AFB A-76 BOS Study		

1. DATA ITEM NO.	2. TITLE OF DATA ITEM	3. SUBTITLE
A056	General & Flag Officer Quarters Management	AF Form 2405

4. AUTHORITY (Data Acquisition Document No.)	5. CONTRACT REFERENCE C5.11.2.3.5	6. REQUESTING OFFICE Hq AFMC/CEPH
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7. DD 250 REQ <b>LT</b>	8. DDT STATEMENT REQUIRED  <b>N/A</b>	10. FREQUENCY <b>Monthly</b>	12. DATE OF FIRST SUBMISSION	14. DISTRIBUTION			
11. AS OF DATE <b>Award</b>		13. DATE OF SUBSEQUENT SUBMISSION	a. ADDRESSEE	Draft	b. COPIES		
9. APP CODE							Final
					Reg	Repro	

[illegible]

<b>G. PREPARED BY</b>	<b>H. DATE</b>	<b>I. APPROVED BY</b>	<b>J. DATE</b>
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17. PRICE GROUP
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18. ESTIMATED TOTAL PRICE



# CONTRACT DATA REQUIREMENTS LIST

(1 Data Item)

Form Approved  
OMB No. 0704-0188

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<b>A. CONTRACT LINE ITEM NO.</b>		<b>B. EXHIBIT</b> A		<b>C. CATEGORY:</b> TDP _____ TM _____ OTHER <input checked="" type="checkbox"/> X					
<b>D. SYSTEM/ITEM</b> Hill AFB A-76 BOS Study		<b>E. CONTRACT/PR NO.</b>		<b>F. CONTRACTOR</b>					
<b>1. DATA ITEM NO.</b> A057	<b>2. TITLE OF DATA ITEM</b> Quarterly Cost Report for General Officers Quarters			<b>3. SUBTITLE</b> AF Form 3826					
<b>4. AUTHORITY (Data Acquisition Document No.)</b> AFI 32-6003		<b>5. CONTRACT REFERENCE</b> C5.11.2.3.5		<b>6. REQUIRING OFFICE</b> Hq AFMC/CEPH					
<b>7. DD 280 REQ</b> LT	<b>8. DUTY STATEMENT REQUIRED</b> N/A	<b>10. FREQUENCY</b> Monthly	<b>12. DATE OF FIRST SUBMISSION</b>	<b>14. DISTRIBUTION</b>					
<b>9. APP CODE</b>		<b>11. AS OF DATE</b> Award	<b>13. DATE OF SUBSEQUENT SUBMISSION</b>	<b>a. ADDRESSEE</b>	<b>b. COPIES</b>				
					Draft Final Reg Repro				
<b>16. REMARKS</b> 4. Format IAW AFI 32-6003				Hq AFMC/CEPH	1				
								<b>15. TOTAL</b> →	1
				<b>G. PREPARED BY</b>		<b>H. DATE</b>	<b>I. APPROVED BY</b>		<b>J. DATE</b>

<b>17. PRICE GROUP</b> r
<b>18. ESTIMATED TOTAL PRICE</b>